



COUNTY OF WILL

Equal Employment Opportunity Plan

(tEEOP)

Utilization Reports

2022

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III. Equal Employment Opportunity Statement

It is the policy of Will County to promote equal employment opportunities through positive, continuing procedures. This means that the County will not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, age, sexual orientation, mental or physical disability, or veteran status. The County has taken, and will continue to take, positive steps to ensure that all employment practices are free of such discrimination. Pursuant to this policy the County seeks to:

1. Recruit, hire, train, and promote persons in all job classifications without regard to race, color, creed, religion, national origin, sex, age, sexual orientation, mental or physical disability or veteran status.
2. Base employment decisions as a means of realizing the principles of equal employment.
3. Ensure that all personnel actions, including but not limited to, hiring, promotion, upgrading, demotion, transfer, recruitment, advertising, selection, layoff, discipline, termination, employee benefits, rates of pay, training, and social recreation programs are administered without regard to race, color, creed, religion, national origin, sex, age, sexual orientation, mental or physical disability or veteran status.
4. Ensure that only valid requirements are applied in promotion decisions in accordance with the principles of equal employment opportunity.

Integral to this EEO Statement, it is the County's policy and intent to automatically adopt and comply with any and all Federal, state and local laws, statutes, regulations and ordinances in support of equal employment opportunity of any recognized protected class whether or not specifically named in this policy statement.

The County Board and County Executive are committed to promoting the goal of providing equal employment opportunities. Each County employee is expected to cooperate in achieving this goal. The County Board has authorized the County Executive to designate an equal employment opportunity coordinator who shall provide support to all departments, elected officials and employees in this effort. The designated equal employment opportunity coordinator is the Will County Human Resources Director.

Employee Complaint Procedures:

Filing of a Complaint

Any individual who believes that there has been a violation of the provisions of the County's Equal Employment Opportunity Policy may file a complaint with the EEO Coordinator.

EEO Coordinator

P: (815) 774-7499

County of Will
Will County Office Building
302 North Chicago Street
Joliet, IL 60432

IV. Notice under the Americans with Disabilities Act

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. §§12101, et seq.(as amended), Will County (County) will not discriminate against qualified individuals with disabilities on the basis of disability in the County's services, programs, or activities. No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the County. Nor shall any qualified individual with a disability be discriminated against because of the disability of such individual in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and other terms, conditions, and privileges of employment. The County will not ask a job applicant about the existence, nature, or severity of a disability. Applicants may be asked about their ability to perform specific job functions. Medical examinations or inquiries may be made, but only after a conditional offer of employment is made and only if required of all applicants for the position.

The County will make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability upon request unless the accommodation would cause an undue hardship on the operation of the County's business. To the extent its selection criteria for employment decisions have the effect of disqualifying an individual because of disability; those criteria will be job-related and consistent with business necessity. The County will provide appropriate auxiliary aids and services, including qualified sign language interpreters and assistive listening devices, whenever necessary to ensure effective communication with members of the public who have hearing, sight, or speech impairments, unless to do so would result in a fundamental alteration of its programs or an undue administrative or financial burden.

Will County has appointed as its ADA Coordinator, the Human Resources Director. The Coordinator will provide any individual with information regarding the County's compliance with the Act and its method of processing complaints or grievances alleging noncompliance of the ADA (as amended). A person who requires an accommodation or an auxiliary aid or service to participate in a County program, service, or activity, should contact the office of the ADA Coordinator, at (815)774-6350 as far in advance as possible but no later than 48 hours before the scheduled event. The County will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Grievance Procedure under the Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs, or benefits by Will County.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request. The complaint should be submitted

by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

ADA Coordinator
P: (815)774-7499

County of Will
Will County Office Building
302 North Chicago Street
Joliet, IL 60432

Within 15 calendar days after receipt of the complaint, the ADA Coordinator will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator will respond in writing, and where appropriate, in format accessible to the complainant, such as large print, or audio tape. The response will explain the position of Will County and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision of the ADA coordinator within 15 calendar days after receipt of the response to the Chief Elected Official or his or her designee.

If the complainant appeals, the Chief Elected Official or his or her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Chief Elected Official or his or her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the ADA Coordinator, appeals to the Chief Elected Official or his or her designee, and responses from the ADA coordinator and Chief Elected Official or his or her designee will be kept by Will County for at least three years.

Diversity

Will County recognizes cultural workforce diversity and is committed to providing a work environment that promotes the professional and personal development of *all* employees. Recognizing workforce diversity is essential to the County's ability to recruit and retain qualified employees.

The County must ensure that all employees are treated equally, with dignity and respect and that all employees are valued for their contributions to the efficient functioning of County Government.

Equal Employment Opportunity Plan (EEOP)

Will County files an Equal Employment Opportunity Plan (EEOP) with the U.S. Department of Justice - Office of Civil Rights bi-annually . In order to receive a copy, contact the Will County Human Resources Department, 302 N. Chicago Street, Joliet IL 60432 or call (815) 774-6350.

EEO Utilization Report

Organization Information

Name: County Of Will (Sheriffs Office)

City: Joliet

State: IL

Zip: 60432

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

Nondiscrimination Policy uploaded in the below supporting documents. The following file has been uploaded: EEO Statements - Rev. October 2022

Following File has been uploaded:EEO Statements-Rev. October 2022.docx

Step 4b: Narrative of Interpretation

PROTECTIVE SERVICES SWORN-OFFICIALS: The male category is underutilized by (-12%) Black or African American for the Sergeants and Lieutenants.

PROTECTIVE SERVICES SWORN-PATROL OFFICERS: The female category is underutilized by (-24%) White, (-7%) Hispanic, and (-5%) Black or African American.

ADMINISTRATIVE SUPPORT: The male category is underutilized by (-15%) White. This category is heavily dominated by females. However, the category remains diverse in race. The underutilization is less than (-5%) in these categories.

Step 5: Objectives and Steps

1. Attract, Hire and Retain Diverse entry-level candidates for female (White, Hispanic or Latino, and Black or African American) in the Deputy Patrol and Correctional Officers category. Also, focus on increasing the entry-level utilization for the White male in the Administrative Support category.

- a. Encourage College Graduates and first-time job seekers to apply for open Sheriff vacancies.
- b. Merit Commission and the Sheriff Department both share the Mission Statement with new Hires early within and throughout the selection process for retention purposes.
- c. Advertise in Diverse Groups and Job Boards such as: Handshsake, GovHR, Indeed, ZipRecruiter, Workforce Services Uobs4people.org), Veterans Assistance Commission, Illinois Department of Employment Security (IDES), NAACP-designee, Spanish Center, the internal Will County Group fax, and participate in School Job Fairs to increase the pool of Diverse candidates.
- d. Place "Equal Opportunity Employer" or "EOE" on Job Announcements and publicly display them throughout Will County Facilities.

2. Successfully recruit women (White, Hispanic or Latino, and Black or African American) in the Protective Services Sworn-Patrol Officers category.

- a. Target and Outreach to Diverse Audiences.
- b. Send Job Announcements (Postings) to multiple sources such as internal Will County Group Fax, Minority contacts, Workforce Services, Handshake and Job Boards.
- c. Send Job Announcements (Postings) to women and minority law enforcement agencies such as: National organization of Black Law Enforcement Executives - www.NobleNational.org; and Hispanic American Police Command Officers Association - www.HAPCOA.org

3. Increase the Employee Participation in the 2024 EEOP Survey within the Sheriff's Department.

- a. Use the "Crime Alert" to notify employees of the anticipated and important 2024 EEOP Survey.
- b. Re-survey the Department Early February 2024.
- c. Send employees a follow-up reminder to return the survey March 2024.
- d. In April 2024, place a final statement in the "Crime Alert" reminding employees to return the important EEOP Survey.

4. Leverage the 2023-2026 Will County Diversity and Inclusion Master Plan when recruiting to increase the male (Black / African American) utilization in the Protective Services - Officials category.

- a. Work with the Merit Commission and advertise the Sergeant and Lieutenant promotion requirements to sit for the exam using the Crime Alert and e-mail.
- b. Ensure employees have access to Department Training on Diversity, Ethics, etc. and Tuition Reimbursement for continuing education.

Step 6: Internal Dissemination

- a. Conduct training with the EEO Coordinator, Executives, Department Directors, Supervisors and Managers to ensure they are familiar with the Equal Employment Opportunity "Objectives and Steps" identified within the Equal Employment Opportunity Plan (EEOP) Utilization Report.
- b. Distribute a hard copy of the EEOP Utilization Report to recipient's supervisors, department heads, and the Elected Official.
- c. Place a link on the Intranet (Will Web) to access the approved Department of Justice (DOJ) 2022 Sheriffs EEOP within 45 days following the County Board approval.

Step 7: External Dissemination

- a. Place a link on the Internet, Will County Website, www.willcountyillinois.com, and the www.willcosheriff.org website for ease of access to the Equal Employment Opportunity Plan (EEOP) Utilization Report within 45 days following County Board approval.
- b. The final approved Department of Justice (DOJ) EEOP Utilization Report will be placed on the Internet link within 45 days following DOJ approval. It will remain on the website until the 2024 EEOP Utilization Report is completed, as applicable.

Utilization Analysis Chart
Relevant Labor Market: Will County, Illinois

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 #/%	6155%	010%	010%	010%	010%	010%	010%	010%	5145%	010%	010%	010%	010%	010%	010%	010%
CLS #/%	12,925/54%	930/4%	695/3%	410%	410/2%	010%	115/0%	6510%	6,785/28%	800/3%	900/4%	010%	320/1%	100/0%	85/0%	100/0%
Utilization #/%	1%	-4%	-3%	-0%	-2%	0%	-0%	-0%	17%	-3%	-4%	0%	-1%	-0%	-0%	-0%
Professionals																
Workforce #/%	5/83%	010%	010%	010%	010%	010%	010%	010%	1/17%	010%	010%	010%	010%	010%	010%	010%
CLS #/%	9,970/29%	710/2%	660/2%	010%	1,130/3%	010%	135/0%	35/0%	17,385/51%	1,070/3%	1,745/5%	010%	870/3%	010%	180/1%	110/0%
Utilization #/%	54%	-2%	-2%	0%	-3%	0%	-0%	-0%	-34%	-3%	-5%	0%	-3%	0%	-1%	-0%
Technicians																
Workforce #/%	6/67%	010%	010%	010%	010%	010%	010%	010%	3/33%	010%	010%	010%	010%	010%	010%	010%
CLS #/%	1,535/32%	280/6%	245/15%	010%	170/4%	010%	410%	15/0%	1,990/42%	135/3%	340/7%	410%	75/2%	010%	010%	010%
Utilization #/%	35%	-6%	-5%	0%	-4%	0%	-0%	-0%	-8%	-3%	-7%	-0%	-2%	0%	0%	0%
Protective Services: Sworn-Officials																
Workforce #/%	35/81%	2/5%	1/2%	010%	010%	1/2%	010%	010%	3/7%	010%	1/2%	010%	010%	010%	010%	010%
CLS #/%	3,075/67%	130/3%	675/15%	10/0%	50/1%	010%	45/1%	010%	430/9%	15/0%	165/4%	010%	15/0%	010%	010%	010%
Utilization #/%	15%	2%	-12%	-0%	-1%	2%	-1%	0%	-2%	-0%	-1%	0%	-0%	0%	0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	217/71%	28/9%	13/4%	010%	4/1%	4/1%	6/2%	010%	21/7%	3/1%	6/2%	010%	010%	010%	4/1%	010%
Civilian Labor Force #/%	13,360/36%	2,745/17%	2,535/7%	010%	400/1%	010%	270/1%	100/0%	11,380/31%	2,850/8%	2,530/7%	19/0%	355/1%	010%	195/1%	90/10%
Utilization #/%	35%	2%	-3%	0%	0%	1%	1%	-0%	-24%	-7%	-5%	-0%	-1%	0%	1%	-0%
Protective Services: Non-sworn																

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
Protective Services: Sworn-Officials			ti'													
Protective Services: Sworn-Patrol Officers								ti'	ti'	ti'						
Administrative Support	ti'															

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: Jennifer Bertino Tarrant

Will County Executive

11-28-2022

[signature]

[title][date]

EEO Utilization Report

Organization Information

Name: County Of Will (State's Attorney's Office)

City: Joliet

State: IL

Zip: 60432

Type: County Attorney General or Prosecutor's Office

Step 1: Introductory Information

Policy Statement:

Nondiscrimination Policy uploaded in the below supporting documents. The following file has been uploaded: EEO Statements-Rev. October 2022.

Following File has been uploaded:EEO Statements-Rev. October 2022.docx

Step 4b: Narrative of Interpretation

OFFICIALS/ADMINISTRATORS: The white male is underutilized in (2022) by -20%. This is not a significant statistic as there is only a small group of three employees for the identified job category.

PROFESSIONALS: The white female is underutilized in (2022) by -6%. There is not significant underutilization. They are the largest set of employees within that job category by two employees. Efforts should be continued to avoid future significant underutilization.

ADMINISTRATIVE SUPPORT: The white male is underutilized in (2022) by -19%. This is significant underutilization for this job category.

The job category for TECHNICIANS, PROTECTIVE SERVICES NON-SWORN, SKILLED CRAFT and SERVICE MAINTANANCE are not represented within that department. They do not have underutilization (significant or moderate) as it relates to the Workforce /Labor market surrounding us.

Step 5: Objectives and Steps

1. Diversify recruitment for both males and females in the Administrative Support job category.

- a. Establish a relationship with the HR Designee to provide input on the County of Will Diversity and Inclusion Plan.
- b. Promote Diversity and Inclusion as it relates to our workforce recruitment and retention.
- c. Work with the County's Human Resources Department to Diversify Recruitment.

2. Continue to increase the utilization of the Professionals (female) job category

- a. Provide continuous access to resource tools that are in place at Will County: Handshake, NAACP - Designee, Spanish Center, VAC, Workforce Service, Illinois Department of Employment Security (IDES) IL Job Link, and Internal Group Faxes which reach out to Countywide Departments.
- b. Use GovHR as a new recruitment source, zip recruiter, and law schools as a new source to attract professionals to the State's Attorney Department.

Step 6: Internal Dissemination

Conduct training with the Equal Employment Opportunity Coordinator, Executives, Department Directors, Supervisors and Managers to ensure they are familiar with the Equal Employment Opportunity objectives identified within the Equal Employment Opportunity Plan (EEOP) Utilization Report.

Place a link on the Intranet "Will Web" to access the 2022 EEOP Utilization Report within 45 days pending receipt of the County Board approval.

Step 7: External Dissemination

The document will be placed on our Internet website, (www.willcountyillinois.com) for ease of access. Furthermore, availability to this information will be provided within 45 days following County Board Approval of the 2022 Equal Employment Opportunity Plan Utilization Reports.

Utilization Analysis Chart
Relevant Labor Market: Will County, Illinois

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 #/%	1/33%	010%	010%	010%	010%	010%	010%	010%	1/33%	010%	1/33%	010%	010%	010%	010%	010%
CLS #/%	12,925/54%	930/4%	695/3%	4/0%	410/2%	0/0%	115/0%	65/0%	6,785/28%	800/3%	900/4%	010%	320/1%	10/0%	85/0%	10/0%
Utilization #/%	-20%	-4%	-3%	-0%	-2%	0%	-0%	-0%	5%	-3%	30%	0%	-1%	-0%	-0%	-0%
Professionals																
Workforce #/%	31/42%	1/1%	010%	010%	1/1%	010%	2/3%	0/0%	33/45%	1/1%	2/3%	010%	1/1%	0/0%	1/1%	010%
CLS #/%	9,970/129%	710/2%	660/2%	010%	1,130/3%	0/0%	135/0%	35/0%	17,385/51%	1,070/3%	1,745/5%	010%	870/3%	010%	180/1%	110/0%
Utilization #/%	13%	-1%	-2%	0%	-2%	0%	2%	-0%	-6%	-2%	-2%	0%	-1%	0%	1%	-0%
Technicians																
Workforce #/%	01	01	01	0f	01	0f	0f	0f	0f	0f	01	0f	01	01	0f	01
CLS #/%	1,535/32%	280f6%	245/5%	0f0%	170/4%	0f0%	4f0%	15f0%	1,990f42%	135/3%	340/7%	4f0%	75f2%	0f0%	0f0%	0f0%
Utilization #/%																
Protective Services: Sworn																
Workforce #/%	5f62%	1f12%	1/12%	1f0%	0f0%	0f0%	0f0%	0f0%	0f0%	0f0%	0f0%	0f0%	0f0%	0f0%	1f12%	0f0%
CLS #/%	3,075/167%	130/3%	675f15%	10/0%	50/1%	0f0%	45/1%	0f0%	430/9%	15f0%	165/4%	0/0%	15f0%	0/0%	0/0%	0/0%
Utilization #/%	-4%	10%	-2%	-0%	-1%	0%	-1%	0%	-9%	-0%	-4%	0%	-0%	0%	12%	0%
Protective Services: Non-sworn																
Workforce #/%	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01
Civilian Labor Force #/%	180/40%	20/4%	25/6%	0/0%	0/0%	0/0%	010%	010%	210/46%	010%	4/1%	010%	15/3%	0/0%	010%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	4/7%	0/0%	1/2%	010%	010%	0/0%	010%	010%	42/74%	7/12%	2/4%	010%	010%	010%	1/2%	010%
CLS #/%	17,250/26%	3,095/5%	2,040/3%	10/0%	830/1%	4/0%	225/0%	45/0%	31,965/48%	5,185/8%	4,305/6%	10/0%	1,360/2%	15/0%	345/1%	140/0%

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 #/%	100%	-5%	-1%	-0%	-1%	-0%	-0%	-0%	100%	5%	-3%	-0%	-2%	-0%	1%	-0%
Skilled Craft																
Workforce #/%	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01
CLS #/%	16,925/74%	3,615/16%	905/4%	10/0%	165/1%	010%	109/0%	35/0%	760/3%	160/1%	140/1%	010%	15/0%	010%	010%	010%
Utilization #/%																
Service/Maintenance																
Workforce #/%	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01
CLS #/%	22,605/33%	13,635/20%	4,665/7%	010%	580/1%	010%	314/0%	200/10%	15,630/22%	6,885/10%	4,135/6%	010%	545/1%	010%	180/0%	100/0%
Utilization #/%																

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
Administrative Support	ti'															

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: Denise Maiolo

Director of Human Resources

11-04-2022

[signature]

[title]

[date]

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (Equal Employment Opportunity Program) Requirements

Recipient's Name:	County Of Will (State's Attorney's Office)		
Address:	57 North Ottawa Street - 5th F, Joliet, IL, 60432		
Recipient Type:	Direct Recipient & Subrecipient	Law Enforcement Agency:	No
DUNS Number:	968949904	Vendor Number (only if direct recipient):	366006672
Name of Contact Person:	Peter Wilkes	Title of Contact Person:	State's Attorney Chief
Telephone Number:	(815) 727-8602	E-Mail Address:	pwilkes@willcountyllinois.com
Subrecipients:	No		

Acknowledgement of EEOP Data Collection, Maintenance and Submission Requirements

I, **Regina Malone** (*authorized official*), acknowledge that **County Of Will (State's Attorney's Office)** (*recipient organization*) has an obligation to develop and submit an EEOP Utilization Report to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice (OCR) for **2022** (*fiscal year*). I understand the regulatory obligations under 28 C.F.R. Section 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 EEOP Utilization Report.

By accepting financial assistance subject to the civil rights provisions of the Safe Streets Act, **County Of Will (State's Attorney's Office)** (*organization*) is on notice that at some future date, during the active award period, the OCR may request any of the employment data noted in the EEOP regulations. I understand that in the context of an administrative investigation of an employment discrimination complaint, failure to produce employment data required for a comprehensive EEOP may allow the OCR to draw an adverse inference based on the data's absence.

..... Regina Malone, XS-s lstanrD li'eCCor HR 1Zcg11111 Mai0lie . 117372022 _____

Print or Type Name and Title

Signature

Date

EEO Utilization Report

Organization Information

Name: County Of Will (Executive Office.)

City: Joliet

State: IL

Zip: 60432

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

Nondiscrimination Policy uploaded in the below supporting documents .

Following File has been uploaded: EEO Statements-Rev . October 2022.docx

Step 4b: Narrative of Interpretation

OFFICIALS and ADMINISTRATORS: This White male category is listed as underutilized compared to the current demographic statistics. The category has made movement towards average utilization since 2018 (-13%), 2020 (-12%), and 2022 (-11%).

PROFESSIONALS: The demographical statistics reflect underutilization of the White male who is the largest category of this group.

TECHNICIANS : Within this category, underutilization for the Hispanic males is -6%. There is no Hispanic male within this job category.

ADMINISTRATIVE SUPPORT: In this section, the White & Hispanic males are underutilized. The White male has seen a continuous -2% decrease i.e., 2018 (-18%), 2020 (-16%), and 2022 (-14%). Reviewed the Hispanic underutilization and there has been a stable change from the previous year (-4%) to (-3%). This category is heavily dominated by females.

SKILLED CRAFT: Within this category the Hispanic male is underutilized -11%.

SERVICE/MAINTENANCE: The White male 2020 (-25%), 2022(-15%) and Hispanic male 2020 (-18%), 2020 (-17%) are underutilized.

Step 5: Objectives and Steps

1. Continue to increase the utilization of male Hispanic employees in the technicians, administrative support, skilled craft and service maintenance classifications.

- a. Encourage Department Directors to use Handshake.com more often to reach these classifications
- b. Use GovHR as an additional source to promote equal employment opportunities to Hispanic and Minority populations
- c. Revise the Employee Requisition Form to make recruiting sources more visible and easier for Department Directors and Supervisor to request/reference available advertising sites.
- d. Use local colleges to increase promoting open trades positions for the technicians, administrative support, skilled craft and service maintenance classifications.

2. Diversify recruitment for minorities both males and females.

- a. Replace Human Resources Recruiter position to assist with using diverse forms for minority male and female outreach such as, LinkedIn, Minority Colleges and organizations.
- b. Encourage Departments to advertise career opportunities internally to multiple Will County Departments by using the group fax for job postings, Illinois Department of Employment Services (IL Job Link), Workforce Services Uobs4people.org), Spanish Center, Local NAACP - designee, Colleges and Community agencies.

3. Expand Equal Employment Opportunities to minorities both male and female

- a. Establish internal Professional Development training for staff, and include Diversity information within the annual training.
- b. Develop a Diversity and Inclusion Plan to help expand Equal Employment Opportunities (EEO) to minorities both male and female.
- c. Promote Diversity and Inclusion as it relates to our workforce recruitment and retention.

Step 6: Internal Dissemination

Place a link on the County Intranet to access the approved Equal Employment Opportunity Plan Utilization Report within 45 days pending receipt of County Board Approval.

Conduct training with the Equal Employment Opportunity Coordinator, Executives, Department Directors, Supervisors and Managers to ensure they are familiar with the Equal Employment Opportunity objectives identified within the Equal Employment Opportunity Plan (EEOP) Utilization Report.

Provide a completed hard copy of the approved EEOP for the current year to Supervisors, Countywide Department Elected Officials and Department Directors.

Step 7: External Dissemination

This document will be placed on County Internet website, (www.willcountyillinois.com) for ease of access. Furthermore, availability to this information will be provided within 45 days following County Board Approval of the Equal Employment Opportunity Plan Utilization Reports (EEOP).

Utilization Analysis Chart
Relevant Labor Market: Will County, Illinois

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 #/%	38/43%	010%	2/2%	010%	010%	010%	1/1%	010%	43/48%	1/1%	4/4%	010%	010%	010%	010%	010%
CLS #/%	12,925/54%	930/4%	695/3%	410%	410/2%	010%	115/0%	65/0%	6,785/28%	800/3%	900/14%	010%	320/1%	10/0%	85/0%	10/0%
Utilization #/%	-11%	-4%	-1%	-0%	-2%	0%	1%	-0%	20%	-2%	1%	0%	-1%	-0%	-0%	-0%
Professionals																
Workforce #/%	33/11%	512%	4/1%	010%	512%	010%	1/0%	010%	129/44%	2719%	55/19%	010%	26/9%	010%	712%	010%
CLS #/%	9,970/29%	710/2%	660/2%	010%	1,130/3%	010%	135/0%	35/0%	17,385/51%	1,070/3%	1,745/5%	010%	870/3%	010%	180/1%	110/0%
Utilization #/%	-18%	-0%	-1%	0%	-2%	0%	-0%	-0%	-7%	6%	14%	0%	6%	0%	2%	-0%
Technicians																
Workforce #/%	16/23%	010%	4/6%	010%	517%	010%	010%	010%	29/41%	1/1%	9/13%	010%	4/6%	010%	2/3%	010%
CLS #/%	1,535/32%	280/6%	245/5%	010%	170/4%	010%	410%	15/0%	1,990/42%	135/3%	340/7%	410%	75/2%	010%	010%	010%
Utilization #/%	-9%	-6%	1%	0%	4%	0%	-0%	-0%	-0%	-1%	6%	-0%	4%	0%	3%	0%
Protective Services: Sworn																
Workforce #/%	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01
CLS #/%	3,075/67%	130/3%	675/15%	10/0%	50/1%	010%	45/1%	010%	430/9%	15/0%	165/4%	010%	15/0%	010%	010%	010%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	3/75%	010%	010%	0/0%	010%	010%	010%	010%	1/25%	010%	010%	010%	010%	010%	010%	010%
Civilian Labor Force #/%	180/40%	20/4%	25/6%	010%	010%	010%	010%	010%	210/46%	010%	4/1%	010%	15/3%	010%	010%	010%
Utilization #/%	35%	-4%	-6%	0%	0%	0%	0%	0%	-21%	0%	-1%	0%	-3%	0%	0%	0%
Administrative Suooort																
Workforce #/%	28/12%	4/2%	6/3%	010%	1/0%	010%	010%	010%	109/47%	52/22%	23/10%	010%	3/1%	010%	6/3%	010%
CLS #/%	17,250/26%	3,095/5%	2,040/3%	10/0%	830/1%	4/0%	225/0%	45/0%	31,965/48%	5,185/8%	4,305/6%	10/0%	1,360/2%	15/0%	345/1%	140/0%

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 #/%	-13%	-3%	-0%	-0%	-1%	-0%	-0%	-0%	-17%	15%	3%	-0%	-1%	-0%	2%	-0%
Skilled Craft																
Workforce #/%	60/78%	4/5%	5/6%	0/0%	1/1%	1/1%	2/3%	0/0%	2/3%	1/1%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	16,925/74%	3,615/16%	905/4%	10/0%	165/1%	0/0%	109/0%	35/0%	760/3%	160/1%	140/1%	0/0%	15/0%	0/0%	0/0%	0/0%
Utilization #/%	4%	-11%	3%	-0%	1%	1%	2%	-0%	-1%	1%	1%	0%	-0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	7/17%	1/2%	6/15%	0/0%	1/2%	0/0%	0/0%	0/0%	6/15%	4/10%	14/34%	0/0%	2/5%	0/0%	0/0%	0/0%
CLS #/%	22,605/33%	13,635/20%	4,665/7%	0/0%	580/1%	0/0%	314/0%	200/0%	15,630/22%	6,885/10%	4,135/6%	0/0%	545/1%	0/0%	180/0%	100/0%
Utilization #/%	-15%	-17%	8%	0%	2%	0%	-0%	-0%	-8%	-0%	28%	0%	4%	0%	-0%	-0%

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		✓														
Administrative Support	✓	✓														
Skilled Craft		✓														
Service/Maintenance	✓	✓														

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: Jennifer Bertino-Tarrant

Will County Executive

11-10-2022

[signature]

[title]

[date]

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (Equal Employment Opportunity Program) Requirements

Recipient's Name :	County Of Will (Executive Office.)		
Address :	302 N. Chicago Street, Joliet, IL, 60432		
Recipient Type:	Direct Recipient & Subrecipient	Law Enforcement Agency:	No
DUNS Number:	020035838	Vendor Number (only if direct recipient):	366006672
Name of Contact Person:	Jennifer Bertino Tarrant	Title of Contact Person:	Will County Executive
Telephone Number :	(815) 774-7480	E-Mail Address :	jbertinotarrant@willcountyillinois.com
Subrecipients :	No		

Acknowledgement of EEOP Data Collection, Maintenance and Submission Requirements

I, **Jennifer Bertino-Tarrant** (*authorized official*), acknowledge that **County Of Will (Executive Office.)** (*recipient organization*) has an obligation to develop and submit an EEOP Utilization Report to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice (OCR) for **2022** (*fiscal year*). I understand the regulatory obligations under 28 C.F.R. Section 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 EEOP Utilization Report.

By accepting financial assistance subject to the civil rights provisions of the Safe Streets Act, **County Of Will (Executive Office.)** (*organization*) is on notice that at some future date, during the active award period, the OCR may request any of the employment data noted in the EEOP regulations. I understand that in the context of an administrative investigation of an employment discrimination complaint, failure to produce employment data required for a comprehensive EEOP may allow the OCR to draw an adverse inference based on the data's absence.

Jennifor Bertino-Tarrant, Will County Executive
11/10/2022

Jennifer Bertino-Tarrant

Print or Type Name and Title

Signature

Date

EEO Utilization Report

Organization Information

Name: County Of Will (Remaining Departments)

City: Joliet

State: IL

Zip: 60432

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

Nondiscrimination uploaded in the below supporting documents. The following file has been uploaded: EEO Statements - Rev. October 2022.

Following File has been uploaded:EEO Statements-Rev. October 2022.docx

Step 4b: Narrative of Interpretation

OFFICIALS/ADMINISTRATORS: The White (male) is underutilized by (-37%). They are the largest within the male group.

PROFESSIONALS: The Asian (male) is underutilized by (-3%). The White (female) is underutilized by (-13%). This female group is the largest within the entire Job Category.

PROTECTIVE SERVICES-SWORN: The White (male) is underutilized by (-25%). They are the largest group within this job category. This category has remained relatively the same for the EEO (2018, 2020, and 2022) due to the longevity of employees.

ADMINISTRATIVE SUPPORT: The White (male) is underutilized by (-21%). The Hispanic or Latino (male) is underutilized by (-5%). This field is heavily dominated by a diverse group of females.

Step 5: Objectives and Steps

1. Diversify recruitment for minorities both males and females

- a. Refocus efforts of Human Resources Recruiter to assist with using diverse forms for minority male and female outreach such as, LinkedIn, Minority Colleges and organizations.
- b. Encourage Departments to advertise career opportunities internally to multiple Will County Departments by using the group fax for job postings, Illinois Department of Employment Services (IL Job link), Workforce Services (jobs4people.org), Veteran's Assistance Commission, Spanish Center, Local NAACP - designee, Handshake, Colleges and Community agencies.

2. Continue to increase the utilization of Hispanic (males) in the Administrative Support, Asian (males) and White (females) in the Professionals Job Category.

- a. Encourage Department Directors to use Handshake.com more often to reach these classifications.
- b. Encourage Departments to add "Equal Opportunity Employer" or "EOE" to each Job Announcement or Job Posting.
- c. Use GovHR as an additional source to promote employment opportunities to Hispanic or Latino, Asian and Female populations.
- d. River Valley and Probation to continue to advertise position openings as an opportunity for careers within the Juvenile Detention and Probation Services department.
- e. River Valley will continue to monitor the male to female staff ratio on each shift relevant to the male to female juveniles housed within the detention center.

3. Leverage the 2023-2026 Will County Diversity and Inclusion Master Plan when recruiting and retaining females and minorities

- a. Attend Job Fairs at Colleges and Universities to conduct diverse entry-level and professional recruitment.
- b. Share the Mission Statement with new hires early within and throughout the recruitment process.
- c. Target and Outreach to Diverse Audiences using Job Boards such as: Indeed.com and ziprecruiter.com.
- d. Establish internal Professional Development training for staff, and include Diversity information within the annual training.
- e. Encourage staff to attend professional training and development programs.

Step 6: internal Dissemination

- a. Conduct training with the EEO Coordinator, Executives, Department Directors, Supervisors and Managers to ensure they are familiar with the Equal Employment Opportunity "Objectives and Steps" identified within the Equal Employment Opportunity Plan (EEO) Utilization Report.

b. Distribute a hard copy of the EEOP Utilization Report to recipient's supervisors, department heads, and the Elected Officials .

c. Place a link on the Intranet (Will Web) to access the final approved 2022 EEOP within 45 days following the County Board approval.

Step 7: External Dissemination

Place a link on the Internet, Will County Website, www.willcountyillinois.com for ease of access of the Equal Employment Opportunity Plan (EEOP) Utilization Report within 45 days following County Board approval.

Utilization Analysis Chart
Relevant Labor Market: Will County, Illinois

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 #%	6f17%	1f3%	1f3%	0f0%	0f0%	0f0%	0f0%	0f0%	17f49%	6f17%	1f3%	0f0%	0f0%	0f0%	3f9%	0f0%
CLS #%	12,925f54%	930f4%	695f3%	4f0%	410f2%	0f0%	115f0%	65f0%	6,785f28%	800f3%	900f4%	0f0%	320f1%	10f0%	85f0%	10f0%
Utilization #%	-37%	-1%	-0%	-0%	-2%	0%	-0%	-0%	20%	14%	-1%	0%	-1%	-0%	8%	-0%
Professionals																
Workforce #%	66f35%	10f5%	10f5%	0f0%	0f0%	0f0%	3f2%	0f0%	72f38%	14f7%	8f4%	0f0%	2f1%	0f0%	4f2%	0f0%
CLS #%	9,970f29%	710f2%	660f2%	0f0%	1,130f3%	0f0%	135f0%	35f0%	17,385f51%	1,070f3%	1,745f5%	0f0%	870f3%	0f0%	180f1%	110f0%
Utilization #%	6%	3%	3%	0%	-3%	0%	1%	-0%	-13%	4%	-1%	0%	-2%	0%	2%	-0%
Technicians																
Workforce #%	1f33%	0f0%	0f0%	0f0%	0f0%	0f0%	0f0%	0f0%	2f67%	0f0%	0f0%	0f0%	0f0%	0f0%	0f0%	0f0%
CLS #%	1,535f32%	280f6%	245f5%	0f0%	170f4%	0f0%	410%	15f0%	1,990f42%	135f3%	340f7%	4f0%	75f2%	0f0%	0f0%	0f0%
Utilization #%	1%	-6%	-5%	0%	-4%	0%	-0%	-0%	25%	-3%	-7%	-0%	-2%	0%	0%	0%
Protective Services: Sworn																
Workforce #%	22f42%	3f6%	3f6%	0f0%	0f0%	0f0%	1f2%	0f0%	16f30%	6f11%	1f2%	0f0%	0f0%	0f0%	1f2%	0f0%
CLS #%	3,075f67%	130f3%	675f15%	10f0%	50f1%	0f0%	45f1%	0f0%	430f9%	15f0%	165f4%	0f0%	15f0%	0f0%	0f0%	0f0%
Utilization #%	-25%	3%	-9%	-0%	-1%	0%	1%	0%	21%	11%	-2%	0%	-0%	0%	2%	0%
Protective Services: Non-sworn																
Workforce #%	Of	Of	Of	Of	Of	Of	Of	Of	Of	Of	Of	Of	Of	Of	Of	Of
Civilian Labor Force #%	180f40%	20f4%	25f6%	0f0%	0f0%	0f0%	0f0%	0f0%	210f46%	0f0%	4f1%	0f0%	15f3%	0f0o	0f0%	0f0%
Utilization #%																
Administrative Suooort																
Workforce #%	10f5%	0f0%	5f3%	0f0%	0f0%	0f0%	11f1%	0f0%	120f62%	39f20%	11f6%	0f0%	1f1%	0f0%	8f4%	0f0%
CLS #%	17,250f26%	3,095f5%	2,040f3%	10f0%	830f1%	4f0%	225f0%	45f0%	31,965f48%	5,185f8%	4,305f6%	10f0%	1,360f2%	15f0%	345f1%	140f0%

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					‘’				‘’							
Protective Services: Sworn	‘’															
Administrative Support	‘’	‘’														

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: Jennifer Bertino-Tarrant

Will County Executive

11-29-2022

[signature]

[title]

[date]

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (Equal Employment Opportunity Program) Requirements

Recipient's Name:	County Of Will (Remaining Departments)		
Address:	302 N. Chicago Street, Joliet, IL, 60432		
Recipient Type:	Direct Recipient	Law Enforcement Agency:	No
DUNS Number:	020035838	Vendor Number (only if direct recipient):	366006672
Name of Contact Person:	Jennifer Bertino-Tarrant	Title of Contact Person:	Will County Executive
Telephone Number:	(815) 774-7480	E-Mail Address:	jbertainotarrant@willcountyillinois.com
Subrecipients:	No		

Acknowledgement of EEOP Data Collection, Maintenance and Submission Requirements

I, **Regina Malone** (*authorized official*), acknowledge that **County Of Will (Remaining Departments)** (*recipient organization*) has an obligation to develop and submit an EEOP Utilization Report to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice (OCR) for **2022** (*fiscal year*). I understand the regulatory obligations under 28 C.F.R. Section 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 EEOP Utilization Report.

By accepting financial assistance subject to the civil rights provisions of the Safe Streets Act, **County Of Will (Remaining Departments)** (*organization*) is on notice that at some future date, during the active award period, the OCR may request any of the employment data noted in the EEOP regulations. I understand that in the context of an administrative investigation of an employment discrimination complaint, failure to produce employment data required for a comprehensive EEOP may allow the OCR to draw an adverse inference based on the data's absence.

Regina Malone, Assistant Director, HR *Regina Malone*

11/21/2022

Print or Type Name and Title

Signature

Date

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (Equal Employment Opportunity Program) Requirements

Recipient's Name:	County Of Will (Children's Advocacy Center)		
Address:	304 N. Scott Street, Joliet, IL, 60432		
Recipient Type:	Subrecipient	Law Enforcement Agency:	No
DUNS Number:	830016353	Vendor Number (only if direct recipient):	
Name of Contact Person:	Beth Kasper	Title of Contact Person:	Operations Manager
Telephone Number:	(815) 774-4564	E-Mail Address:	bkasper@willcountyillinois.com
Subrecipients:	No		

Declaration Claiming Exemption from the EEOP Utilization Report Submission Requirement

The following exemptions apply:

Less than fifty employees

I, **Regina Malone** (*authorized official*), certify that **County Of Will (Children's Advocacy Center)** (*recipient organization*), is not required to prepare an EEOP Utilization Report during **2022** (*fiscal year*) for the reason(s) checked above, pursuant to 28 C.F.R. Section 42.302. I further certify that **County Of Will (Children's Advocacy Center)** (*recipient organization*), will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Regina Malone, Assistant Director, HR *Regina Malone*

11/28/2022

Print or Type Name and Title

Signature

Date

Jelysa Estrada

From: DoNotReply@usdoj.gov
Sent: Monday, November 28, 2022 11:06 AM
To: Regina Malone; Beth Kasper
Subject: Received Certification

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello rmalone@willcountyillinois.com,

Your EEOP certification has been submitted successfully.

Thank You.

APPENDIX

Voluntary Survey

Will County Board Resolution



COUNTY OF WILL
OFFICE OF THE COUNTY EXECUTIVE
Human Resources Department

WILL COUNTY OFFICE Bldg. • 302 N. CHICAGO STREET • JOLIET, ILLINOIS 60432

Regina Malone, HRCI-SPHR, SHRM-SCP
Interim Director

IMPORTANT - YOUR ACTION IS REQUIRED

March 11, 2022

Dear Will County Employee:

It is the policy of Will County to promote equal employment opportunities for public service positions within County government by considering job applicants for hiring and employees for advancement on the basis of their knowledge, skills, abilities, and organizational fit for Will County and not on the basis of extraneous factors such as race, color, creed, religion, national origin, sex, age, veteran status, sexual orientation, mental or physical disability.

The County, through its various departments, receives significant revenue from State and Federal grants. These grant dollars help pay for important programs and services that would otherwise not be possible. The U.S. Department of Justice Office for Civil Rights requires public entities who receive grant dollars over a certain threshold to develop and adopt an Equal Employment Opportunity Plan (EEO or PLAN). This Plan must be updated every two years and resubmitted for approval as deemed necessary in order to continue to receive Federal and State grant dollars. It is in the best interest of all our people that government be a leader in demonstrating equal employment opportunity by establishing and updating our Equal Employment Opportunity Plan to promote the principle of equal employment opportunity.

The County's current Plan will expire October, 2022. The U.S. Department of Justice ("DOJ") has issued guidelines that require us to resurvey our workforce regarding their race. They do NOT permit us to make a visual observation. Previously there were five (5) standard race categories. The DOJ has added two (2) new categories, and REQUIRES us to gather updated information from our employees.

The categories are as follows:

WHITE (W)
HISPANIC (H) or Latino (L)
BLACK or AFRICAN AMERICAN (B)
ASIAN (A)
NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NH/OPI)
AMERICAN (*native*) INDIAN or ALASKAN NATIVE (AI/AN)
MIXED RACE (MR) *

*"Mixed Race" is from two or more of the above categories.

The document on the reverse side reflects your current race as we have it in our system. Please confirm and/or update as appropriate and return to Human Resources NO LATER THAN Tuesday, March 29, 2022. Thank you for your anticipated cooperation.

(Turn Over) ↗



IMPORTANT - YOUR ACTION IS REQUIRED

Department Name: _____

Employee Name: _____

Race: _____

Please check the appropriate race category listed in the below box and return to the Will County **Human Resources Department** by **Tuesday, March 29, 2022**:

- White (W)
- Hispanic **(H)** or Latino **(I)**
- Black or African American (B)
- Asian (A)
- Native Hawaiian or Other Pacific Islander **(NH)** or OPI
- American (*native*) Indian or Alaska Native (AI or AN)
- Mixed Race (MR – is two or more of the above categories)

Employee Initials: _____

For Office Use Only

Department Name:
Employee Name:
EEOC Function:
EEOC Category:
Gender:
Employee Number:

Check Appropriate Box :

_____ Employee Refused
_____ Employee failed to return

Department Initials: _____

County HR Representative Initials: _____



**RESOLUTION OF THE COUNTY BOARD
WILL COUNTY, ILLINOIS**

Adopting the Equal Employment Opportunity Plan 2022

WHEREAS, it is the policy of Will County to promote equal employment opportunities for public service positions within County government by considering job applicants for hiring and employees for advancement on the basis of their knowledge, skills, abilities, and organizational fit for Will County and not on the basis of extraneous factors such as race, color, religion, gender, sexual orientation, marital status, age, national origin, ancestry, physical or mental disability, veteran's status (as defined in the Illinois Human Rights Act), citizenship status (consistent with Title 8, U.S. Code, Section 1324A), arrest record, or any other non-merit factor, except bona fide occupational qualification (BFOQ), will be excluded from any employment decision or service provided by the County; and

WHEREAS, the County is committed to the principles of equal employment opportunity in all areas of its employment process, including but not limited to recruitment, hiring, promotion, discipline, discharge, and the awarding of benefits for all qualified applicants; and

WHEREAS, the County of Will seeks a diverse workforce and posts job vacancies in alternative locations including publications and websites to encourage diversity in the applicant pool; and

WHEREAS, the County of Will currently has an Equal Employment Opportunity Policy; and

WHEREAS, the County of Will, through its various departments and agencies, receives numerous federal and state grants, which requires the establishment of an Equal Employment Opportunity Plan as a condition of receiving the grant(s); and

WHEREAS, the U.S. Department of Justice, Office of Civil Rights requires that the Equal Employment Opportunity Plan be updated bi-annually and as deemed necessary submitted to their office for review and approval; and

WHEREAS, it is in the best interests of all our people that government be a leader in demonstrating equal employment opportunity by the establishment and continuance of our Equal Employment Opportunity Plan to promote the principles of equal employment opportunity.

NOW, THEREFORE, BE IT RESOLVED, that the Will County Board hereby authorizes the attached *revised and updated* 2022 Equal Employment Opportunity Plan be recognized and adopted by this board and it be hereby continued and updated as follows:

County of Will

Equal Employment Opportunity Plan 2022

BE IT FURTHER RESOLVED, that the Will County Board hereby authorizes the Will County Executive to execute the Equal Employment Opportunity Plan.

BE IT FURTHER RESOLVED, that the Will County Executive is hereby authorized and directed to take such other and further action as necessary to effectuate the intent of the foregoing Resolution.

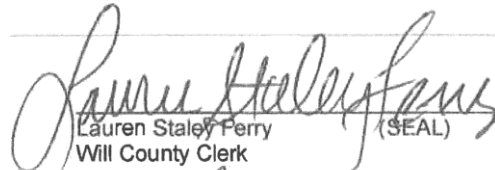
BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as fully set forth herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 15th day of December, 2022.

AYES: Deane-Schlottman, VanDuyne, Ogalla, Pretzel, Butler, Newquist, Balich, Richmond, Parker, Williams, Diaz, Winfrey, Coleman, Logan, Freeman, Revis, Mitchell, Ortiz, Berkowicz, Mueller, Costa, Traynere

Result: Approved - [Unanimous]

Approved this 15 day of January, 2013


Lauren Staley Ferry (SEAL)
Will County Clerk


Jennifer Bertino-Tarrant
Will County Executive