

# EEO Utilization Report

## Organization Information

Name: COUNTY OF THURSTON

City: OLYMPIA

State: WA

Zip: 98502-6001

Type: County/Municipal Prosecutor

## **Section 1: EEO Policy Statement**

### **Policy Statement:**

Thurston County is committed to provide equal opportunity to all persons seeking or having access to its employment, services and activities, which is free from restriction based on race, sex, marital status, color, creed or religion, national origin, age, sexual orientation, including gender expression or identity, pregnancy, status as an honorably discharged veteran or military status, genetic information, or the presence of any sensory, mental or physical disability, unless based upon bona fide occupational qualifications. Applicants with disabilities who need accommodation with the application or selection process should contact Thurston Countys Human Resources, at (360) 786-5498. Those who are deaf, deaf-blind, hard of hearing or speech impaired may use the statewide relay system to reach Thurston County offices and departments to conduct their business telephonically. Relay users can simply dial 7-1-1 (or 1-800-833-6388) to connect with Washington Relay.

## Section 5: Narrative Interpretation of Data

This underrepresentation of White males in the Administrative Support category is likely due to the relatively low numbers of males enrolled in Paralegal studies at local colleges and universities.

To keep our workforce as reflective of the community as possible, we continue to follow the steps laid out in our offices Equal Employment Opportunity Plan.

- Share job postings with key community stakeholders, including regional affinity groups, through a listserv and work to broaden the diversity of our network over time.
- Expand the intern program to attract diverse applicants from across the United States as well as local colleges and universities.
- Continue to have at least one representative from the PAO who is teaching at the local university and recruiting students for internships and externships, Rule 9, and future long-term employment.
- Identify one professional staff member (Deputy Prosecuting Attorney) to continue as a member of the faculty at the South Puget Sound Community College, teaching in their paralegal programs and also assisting the Professor and Program Lead with seeking accreditation of the program by the American Bar Association.

## Section 6: Objectives and Steps

### 1. Ensure equal employment opportunities when our organization fills all vacancies, specifically include those in the Administrative Support category.

- a. - Continue to consider diverse applicants for the positions of Administrative Support.
- Share job postings with key community stakeholders, including regional affinity groups, through a listserv and work to broaden the diversity of our network over time.
- Expand the intern program to attract diverse applicants from across the United States as well as local colleges and universities.
- Continue to have at least one representative from the PAO who is teaching at the local university and recruiting students for internships and externships, Rule 9, and future long-term employment.
- The interview panels have been adjusted to include interviewers of varying positions, gender, and ethnicity.

## Section 7: Dissemination Strategy: Internal

The Thurston County Prosecuting Attorney Office's EEO utilization report will be distributed internally as follows:

1. Posting on bulletin boards at all office locations.
2. Placing a copy of the report in the Thurston County Prosecutor's Policy and Procedure Manual.
3. Posting in the electronic Teams PAO All Staff document folder.
4. Distributing to all team leaders and supervisors.
5. Posting on the Thurston County Prosecuting Attorney's website at:  
<https://www.thurstoncountywa.gov/departments/prosecuting-attorney/public-records/posted-public-records>

## Section 7: Dissemination Strategy: External

The Thurston County Prosecuting Attorney's Office's EEO utilization report will be distributed externally as follows:

1. Posting publicly on the Prosecuting Attorney's web page at:  
<https://www.thurstoncountywa.gov/departments/prosecuting-attorney/public-records/posted-public-records>.
2. The statement notifying applicants that "Thurston County is an Equal Opportunity Employer" will continue to be included on all job applications and postings.
3. The EEO utilization report will be distributed to local colleges and universities.

**Utilization Analysis Chart**  
**Relevant Labor Market: Thurston County**  
**, Washington**

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
<b>Officials/Administrators</b>														
Workforce #/%	2/33%	0/0%	0/0%	0/0%	0/0%	0/0%	1/17%	3/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	7,210/41%	280/2%	255/1%	65/0%	395/2%	0/0%	230/1%	7,565/43%	430/2%	135/1%	80/0%	430/2%	55/0%	365/2%
Utilization #/%	-8%	-2%	-1%	-0%	-2%	0%	15%	7%	-2%	-1%	-0%	-2%	-0%	-2%
<b>Professionals</b>														
Workforce #/%	14/52%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	10/37%	0/0%	0/0%	0/0%	2/7%	0/0%	1/4%
CLS #/%	9,670/36%	530/2%	285/1%	30/0%	905/3%	70/0%	540/2%	12,160/45%	680/3%	220/1%	65/0%	950/4%	155/1%	575/2%
Utilization #/%	16%	-2%	-1%	-0%	-3%	-0%	-2%	-8%	-3%	-1%	-0%	4%	-1%	2%
<b>Technicians</b>														
Workforce #/%	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN
CLS #/%	2,600/37%	415/6%	145/2%	40/1%	55/1%	50/1%	150/2%	2,755/39%	275/4%	110/2%	4/0%	255/4%	40/1%	225/3%
Utilization #/%	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN
<b>Protective Services: Sworn</b>														
Workforce #/%	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN
CLS #/%	1,390/63%	130/6%	195/9%	20/1%	20/1%	35/2%	55/2%	315/14%	0/0%	15/1%	4/0%	0/0%	0/0%	25/1%
Utilization #/%	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN
<b>Protective Services: Non-sworn</b>														
Workforce #/%	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN
Civilian Labor Force #/%	60/23%	0/0%	10/4%	0/0%	0/0%	30/11%	0/0%	110/42%	4/2%	15/6%	0/0%	0/0%	35/13%	0/0%
Utilization #/%	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN
<b>Administrative Support</b>														
Workforce #/%	1/2%	0/0%	1/2%	0/0%	0/0%	0/0%	1/2%	38/78%	3/6%	2/4%	0/0%	1/2%	0/0%	2/4%
CLS #/%	7,440/27%	395/1%	230/1%	140/1%	560/2%	110/0%	240/1%	14,855/54%	1,205/4%	535/2%	210/1%	740/3%	80/0%	715/3%

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 #/%	-25%	-1%	1%	-1%	-2%	-0%	1%	23%	2%	2%	-1%	-1%	-0%	1%
<b>Skilled Craft</b>														
Workforce #/%	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN
CLS #/%	4,765/72%	845/13%	60/1%	50/1%	90/1%	65/1%	240/4%	360/5%	20/0%	0/0%	20/0%	40/1%	20/0%	0/0%
Utilization #/%	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN
<b>Service/Maintenance</b>														
Workforce #/%	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN
CLS #/%	9,820/37%	2,330/9%	405/2%	290/1%	900/3%	175/1%	670/3%	8,105/31%	1,440/5%	505/2%	255/1%	1,015/4%	140/1%	360/1%
Utilization #/%	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN

### 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	✓													

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: Heidi Prihoda

Administrative Services Manager

12-20-2023

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