

**Affirmative Action Program for
Minorities and Women**

Los Alamos County

Los Alamos County, NM

**Affirmative Action Program
for
Minorities and Women**

**May 1, 2023 through April 30, 2024
Plan Year**

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**Los Alamos County
Los Alamos County, NM**

**AFFIRMATIVE ACTION PROGRAM
FOR
MINORITIES AND WOMEN**

**May 1, 2023 through April 30, 2024
Plan Year**

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Introduction

Los Alamos County (LAC) has prepared this Affirmative Action Program (AAP) for the period of May 1, 2023 through April 30, 2024, reaffirming its commitment to the letter and spirit of affirmative action law, including those administered by the U. S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP). Through the implementation of this AAP, LAC continues its efforts to comply with appropriate government regulations and to make the best possible use of personnel while contributing to the betterment of society and the community.

In developing this AAP LAC recognizes its duty to ensure equal employment opportunity. The following statement of policy reinforces that belief.

Reaffirming Commitment to Equal Employment Opportunity

In setting forth this AAP LAC reaffirms its belief in equal employment opportunity for all employees and applicants for employment in all terms and conditions of employment.

Arthur H. Burgess, County Manager of LAC, designated Mary C. Tapia as the Equal Employment Opportunity Administrator (EEO Administrator). Mary C. Tapia oversees the AAP development, modification, implementation, and reporting requirements and conducts management updates. The EEO Administrator also analyzes LAC's selection process to further the principles of equal employment opportunity.

As part of LAC's commitment to this overall process, it will seek to ensure affirmative action to provide equality of opportunity in all aspects of employment, and that all personnel activities, such as the recruitment, selection, training, compensation, benefits, discipline, promotion, transfer, layoff, and termination processes remain free of illegal discrimination and harassment based upon race, color, religion, sex, sexual orientation, gender identity, and national origin. Regular review by LAC, as described in this AAP, helps ensure compliance with this policy.

Internal Dissemination of EEO Policy

41 C.F.R. § 60-1.42

LAC posts copies of the equal employment opportunity notices that comply with 41 C.F.R. § 60-1.42(a) in conspicuous places (including, where applicable, electronic websites) available to employees, applicants for employment, and (if applicable) representatives of each labor union or other organization representing its employees with which LAC has a collective-bargaining agreement or other contract or understanding. The following exemplify the methods and locations LAC may use in its ongoing efforts to ensure continuing dissemination of its policy and AAP, although LAC may not always use each or any of the below methods, and it may use other methods not listed below:

1. Internal employee manuals contain the policy statement.
2. The policy statement is posted on bulletin boards accessible to employees.
3. LAC references the policy and progress in its annual report, newspaper, magazine, and other publications.
4. Orientation meetings for new employees and in-house employment-related training include references to LAC's policy.
5. LAC publications, if any, including those with photographs, generally feature individuals of diverse gender, race, color, and national origin, where feasible.
6. Pertinent portions of LAC's Affirmative Action Program are available during regular business hours for inspection by employees and applicants for employment.

External Dissemination of EEO Policy

41 C.F.R. § 60-1.41; 41 C.F.R. § 60-1.5

1. In solicitations or advertisements for employees placed by or on its behalf, LAC complies with at least one of the following methods regarding the dissemination of its equal employment opportunity clause:
 - a. LAC states expressly in the solicitations or advertising that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin. 41 C.F.R. § 1.41(a).
 - b. LAC uses a single advertisement, and the advertisement is grouped with other advertisements under a caption which clearly states that all employers in the group assure all qualified applicants equal consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin. 41 C.F.R. § 1.41(c).

- c. LAC uses a single advertisement in which appears in clearly-distinguishable type the phrase “an equal employment opportunity employer.” 41 C.F.R. § 1.41(d). When pictures are included in these media, where feasible, efforts will be made to include pictures of individuals of diverse gender, race, and national origin.
- 2. The following exemplify the methods and locations LAC may use in its ongoing efforts to ensure continuing dissemination of its policy and AAP, although LAC may not always use all of the below methods, and it may use other methods not listed below:
 - a. LAC notifies subcontractors, suppliers, and vendors of the policy about both its obligations to equal employment opportunity and about LAC’s AAP.
 - b. LAC advises recruitment sources, minority and female organizations, community agencies, and colleges of its commitment to this policy and AAP. LAC informs these sources that job applicants will be treated fairly without regard to their race, color, religion, sex, sexual orientation, gender identity, and national origin.
 - c. LAC communicates with the state employment security office regarding its commitment to the policy.
- 3. In addition, LAC incorporates by reference the equal employment opportunity and affirmative action clauses into each of its covered federal contracts and subcontracts, including federal agency bills of lading, transportation requests, and such other covered contracts and covered subcontracts as required by law, purchase orders, lease agreements, Government contracts, and other covered contracts (and modifications thereof if not included in the original contract) in accordance with 41 C.F.R. § 60-1.4 (a) – (c) (unless exempted under 41 C.F.R. § 60-1.5).

Establishment of Responsibility for Implementation of the AAP

41 C.F.R. § 60-2.17(a)

A. Identification and Responsibilities of EEO Administrator

Overall responsibility for LAC's AAP rests with the EEO Administrator, Mary C. Tapia. Mary C. Tapia ensures the AAP complies with all applicable laws, orders, and regulations, including but not limited to Executive Orders 11246, 13496, and their progeny. Specifically, Mary C. Tapia or the designated representative's duties include:

1. Developing, maintaining, and modifying, where appropriate, LAC's AAP to ensure compliance with the EEO/AA law.
2. Developing and modifying, where appropriate procedures for effectively communicating the AAP and its elements both internally and externally.
3. Advising management on EEO/AA progress, reporting potential EEO/AA problem areas, and assisting management in finding equitable solutions, where feasible, to any identifiable EEO/AA problem areas.
4. Evaluating the effectiveness of LAC's AAP on a regular basis and reporting to management.
5. Designing, implementing, and overseeing audit and reporting systems that periodically measure the effectiveness of the total affirmative action program. 41 C.F.R. § 2.17 (d)(1)-(4), identifying need for remedial action, and determining the degree to which objectives have been achieved.
6. Acting as Company representative and liaison with any government agencies regarding this AAP.
7. Monitoring Company policies and procedures with regard to terms and conditions of employment to attempt to ensure compliance with affirmative action obligations.
8. Auditing the content of LAC's bulletin board and electronic policies, as appropriate, to ensure compliance information is posted and up to date.
9. Keeping management up to date on the latest developments in the areas of EEO and affirmative action.
10. Serving as a liaison between LAC and organizations, such as minority organizations and women's organizations.
11. When necessary, developing sales and management training programs to increase protected-group participation.
12. Assisting in the investigation, handling, and disposition of employee harassment and discrimination complaints.

13. Discussing EEO/AA policies with all personnel, including management, to ensure LAC's policies and the need for their support are understood at all levels.
14. Reviewing LAC's AAP for qualified women and minorities with all managers and supervisors to ensure the policy is understood and followed in all personnel actions.
15. Conducting periodic reviews of offices to ensure compliance in the areas of proper display of posters and notices, comparable facilities for both sexes, and opportunity for participation in Company-sponsored recreational, educational, and social activities.
16. Auditing training programs, hiring, and promotion patterns.

B. Management Responsibilities

Line and upper management share responsibility for the AAP, including but not limited to the following:

1. Assisting in auditing AAP progress, including identifying problem areas, formulating solutions, establishing appropriate goals, and developing necessary training programs.
2. Reviewing the qualifications of applicants and employees to ensure qualified individuals are treated in a nondiscriminatory manner in hiring, promotion, transfers, and termination actions.
3. Making available career counseling, when appropriate.
4. Reviewing the job performance of each employee to assess whether personnel actions are justified based on the employee and his or her duties.
5. Reviewing position descriptions of the jobs in the manager's area or department to see that they adequately reflect the job to be performed.
6. Assisting subordinates and upper management in the prevention of harassment.

Identification of Areas for Discussion

41 C.F.R. § 60-2.17(b)

LAC's commitment to fully implement this policy and AAP include periodic reviews of its total employment process to determine whether and where impediments to equal employment opportunity exist. These reviews include:

1. The workforce by organizational unit and job group of minority or female utilization and distribution;
2. Personnel activity to determine whether there are selection disparities;
3. Compensation systems to determine if there are gender-, race-, or ethnicity-based disparities;
4. Selection, recruitment, referral, and other personnel procedures to determine whether they result in employment or placement disparities of minorities or women; and,
5. Any other areas that might impact the success of the affirmative action program. 41 C.F.R. § 2.17 (b)(1)-(5), including, for example, LAC's review of:
 - a. The workforce composition by race and sex to compare it to the availability of these groups;
 - b. LAC's applicant flow compared to the availability for the protected groups;
 - c. A comparison of hires to applicants pertaining to minorities and women;
 - d. Selection forms, such as applications for employment, to ensure they comply with federal and state employment laws;
 - e. Processes to ensure there are no artificially-created barriers or restrictive seniority provisions; and,
 - f. Training opportunities to ensure they are available to minorities and women.

Identification of problem areas are discussed in the next section titled Narrative Discussion of Goals.

Narrative Discussion of Goals

The Los Alamos County, NM plan has 768 employees, including 402 minorities and 288 females. The following goals exist for minorities and/or women:

- 1 - OFFICIALS/ADM - This group consists of 97 employees, of whom 50 are minorities and 34 are females. There is no need to set a placement goal at this time for minorities or females.
- 2 - PROFESSIONALS - This group consists of 138 employees, of whom 81 are minorities and 61 are females. There is no need to set a placement goal at this time for minorities or females.
- 3 - TECHNICIANS - This group consists of 15 employees, of whom 6 are minorities and 1 is a female. There is no need to set a placement goal at this time for minorities or females.
- 4 - PROTECT/SERV - This group consists of 131 employees, of whom 76 are minorities and 5 are females. There is no need to set a placement goal at this time for minorities, but there is a goal of 12% for females.
- 5 - PARA-PROFESS - This group consists of 43 employees, of whom 19 are minorities and 28 are females. There is no need to set a placement goal at this time for minorities or females.
- 6 - ADMIN SUPPORT - This group consists of 196 employees, of whom 60 are minorities and 135 are females. There is a goal of 65% for minorities, but there is no need to set a placement goal at this time for females.
- 7 - SKILLED CRAFT - This group consists of 66 employees, of whom 55 are minorities and none are females. There is no need to set a placement goal at this time for minorities, but there is a goal of 11% for females.
- 8 - SERV/MAINT - This group consists of 82 employees, of whom 55 are minorities and 24 are females. There is no need to set a placement goal at this time for minorities or females.

LAC will use alternate recruitment sources, when necessary, to attract more qualified external applicants. In those instances where statistical disparities are indicated, LAC will take action as outlined in the Action-Oriented Programs Section to monitor and eliminate any problem areas, as well as other similar actions.

Development and Execution of Action-Oriented Programs

41 C.F.R. § 60-2.17(c)

LAC has instituted action-oriented programs designed to eliminate any problem areas, should they exist, in accordance with § 60-2.17(b), and to help achieve specific affirmative action goals. LAC will make good-faith efforts to remove identified barriers, expand employment opportunities, and produce measurable results. These programs may include items such as:

1. Conducting periodic reviews of job descriptions attempting to ensure they accurately reflect job-related duties and responsibilities.
2. Reviewing job qualifications by department and job title for job-relatedness, and using job performance criteria.
3. Making job descriptions and qualifications available to recruiting sources and to all members of management involved in the recruiting, screening, selection, and promotion processes.
4. Making good-faith efforts to select the most qualified candidates. Accordingly, LAC evaluates its total selection process to ensure selections are made in a nondiscriminatory manner through:
 - a. Annual reviews of job applications and other pre-employment forms to ensure information requested is job-related;
 - b. Annual evaluations of selection methods that may result in statistical disparities to ensure they are non-discriminatory;
 - c. Annual provisions of assistance, such as training and guidance on proper interviewing techniques and EEO training, to employees, management, and supervisory staff, including, but not limited to, those who are involved in the recruitment, selection, discipline, and other related processes, so that personnel actions are made in a nondiscriminatory manner; and
 - d. Annual review of selection techniques and employment standards.
5. LAC employs appropriate methods to attempt to improve recruitment and increase the flow of qualified minorities and women applicants in its recruiting process, including a number of the following actions:
 - a. Disseminating information on job opportunities to organizations representing minorities, women, and employment development agencies when job opportunities occur;
 - b. Encouraging all employees to refer qualified applicants;
 - c. Actively recruiting in colleges and universities with predominantly minority or female enrollments where underutilization exists in such areas, and

- d. Requesting employment agencies to refer qualified minorities and women.
 - e. Whenever feasible and appropriate, LAC participates in job fairs, career days, youth-motivation programs, and other programs that foster exposure for qualified minorities and women.
 - f. LAC encourages all employees to participate in Company-sponsored activities and programs.
 - g. LAC utilizes various community organizations and schools as referral sources.
6. LAC reviews promotion criteria and procedures so that job qualifications form the basis for the promotional decisions. LAC monitors promotion rates for minorities and women and, when necessary, may employ one or more of the following procedures:
- a. Providing job training, job-related courses, or certificate programs.
 - b. Reviewing work specifications and job qualifications to ensure job-relatedness.
 - c. Conducting career counseling, where appropriate, during performance evaluations.
 - d. Informing employees about educational programs and other opportunities available to improve their employment prospects.
 - e. Reviewing Company-sponsored social and recreational activities to ensure non-discriminatory participation and availability.
 - f. Ensuring that all employees are given equal opportunity for promotion. This is achieved by:
 - 1. Generally posting or otherwise announcing promotional opportunities.
 - 2. Offering counseling to assist employees in identifying promotional opportunities, training and educational programs to enhance promotions and opportunities for job rotation or transfer; and
 - 3. Evaluating job requirements for promotion.

Internal Audit and Reporting System

41 C.F.R. § 60-2.17(d)

- 1. Mary C. Tapia, LAC's EEO Administrator, maintains an internal audit system to attempt to oversee LAC's Affirmative Action Program and assess progress. The EEO Administrator is responsible for ensuring that the formal AAP documents are developed and prepared and for the effective AAP implementation; however, responsibility is likewise vested with each department

manager and supervisor, depending upon the specific responsibility. The audit system is designed and implemented to measure the effectiveness of the total affirmative action program [41 C.F.R. § 2.17 (d)(1)-(4)], including:

- a. Monitoring records of all personnel activity, including referrals, placements, transfers, promotions, terminations, and compensation at all levels, to ensure the nondiscriminatory policy is carried out,
 - b. Requiring internal reporting on a scheduled basis as to the degree to which equal employment opportunity and organizational objectives are attained,
 - c. Reviewing reports at all levels of management; and
 - d. Advising top management of the program's effectiveness and submitting recommendations to improve unsatisfactory performance. 41 C.F.R. § 2.17 (d)(1)-(4).
2. LAC reviews various employment decisions, such as job referrals, hiring decisions, transfers, promotions, and terminations. LAC maintains summary data where necessary and feasible, and conducts regular reviews at least annually.
 3. There is no "de facto" (in practice without being officially established) segregation. Further, LAC ensures that facilities, as broadly defined in 41 C.F.R. § 60-1.8, provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex, sexual orientation, gender identity, or national origin cannot result, provided that separate or single-user restrooms and necessary dressing or sleeping areas shall be provided to ensure privacy between the sexes.
 4. LAC complies with required records retention provisions set forth in 41 C.F.R. § 60-1.12 and elsewhere in the applicable OFCCP regulations, and maintains a) employment applications (generally for two years); b) summary data of applicant flow by identifying, at least, total applicants, total minority applicants, and total female applicants, where necessary and feasible, and conducts regular reviews at least annually; c) applicant flow showing the name, race, sex, date of application, job title, interview status, and the action taken for all individuals applying for job opportunities, and the relevant applicant/hire decisions; d) summary data of external job offers and hires, promotions, resignations, terminations, and layoffs by job group and by sex and minority group identification; and e) records pertaining to its compensation system.
 5. Provide needed reports to managers and supervisors regarding the results of the audit as well as LAC's overall progress in the area of EEO/AA. Any recommended actions should be made as well. Reports shall be made to senior management on at least an annual basis.

Guidelines for Prevention of Sex Discrimination

41 C.F.R. § 60-20.1 et seq.

LAC supports the promotion and ensuring of equal employment opportunity of its employees and applicants without regard to sex, and endorses and complies with the following policy statements:

1. LAC does not discriminate against any employee or applicant for employment because of sex. The term sex includes, but is not limited to, pregnancy, childbirth, or related medical conditions; gender identity; transgender status; and sex stereotyping. 41 C.F.R. §60-20.2(a).
2. LAC maintains gender-neutral personnel policies that expressly indicate that there shall be no unlawful discrimination against employees based on sex. Unless sex is a bona fide occupational qualification reasonably necessary to the normal operation of business, LAC will not make any distinction based on sex in recruitment, hiring, firing, promotion, compensation, hours, job assignments, training, benefits, or other terms, conditions, or privileges of employment. The terms and conditions of any written collective bargaining agreements shall not be inconsistent with these guidelines. 41 C.F.R. §60-20.2(b).
3. LAC will not make any distinction between married and unmarried persons of one sex that is not made between married and unmarried persons of the opposite sex; or deny employment to women with children unless it has the same exclusionary policies for men; or steer women into lower-paying or less desirable jobs on the basis of sex; or impose any differences in retirement age or other terms, conditions, or privileges of retirement on the basis of sex. 41 C.F.R. § 60.20.2(b).
4. LAC does not maintain seniority lines and lists on the basis of sex. 41 C.F.R. § 60-20.2(b).
5. LAC's employment advertisements do not express a sex preference nor does LAC place advertisements in columns designated "males" or "females", unless sex is a bona fide occupational qualification reasonably necessary to the normal operation of business. 41 C.F.R. §60-20.2(b).
6. All employees at LAC shall have an equal opportunity to any available job that he or she is qualified to perform, unless sex is a bona fide occupational qualification. 41 C.F.R. §60-20.2(b).
7. LAC will not deny transgender employees access to the restrooms or similar facilities designated for use by the gender with which they identify. 41 C.F.R. §60-20.2(b).
8. LAC will not treat employees or applicants adversely because they have received or are planning to receive transition-related medical services designed to facilitate the adoption of a sex or gender other than the individual's designated sex at birth. 41 C.F.R. §60-20.2(b).
9. LAC does not hire or employ employees on the basis of sex unless sex is a bona fide occupational qualification reasonably necessary to the normal operation of business. 41 C.F.R. §60-20.3.
10. LAC does not engage in any employment practice that discriminates in wages, benefits, or any other forms of compensation, or denies access to earnings opportunities, because of sex. 41 C.F.R §60-20.4.
11. All employees of LAC have equal opportunity to obtain regular and/or overtime hours, commissions, pay increases, incentive compensation, or any other additions to regular earnings. 41 C.F.R §60-20.4.

12. LAC's wage schedules are not related to or based on sex, but rather are based on job relatedness and are consistent with business necessity. 41 C.F.R §60-20.4.
13. LAC does not discriminate on the basis of pregnancy, childbirth, or related medical conditions, including childbearing capacity. 41 C.F.R. § 60-20.5.
14. Any fringe benefits, which include but are not limited to medical, hospital, accident, life insurance and retirement benefits; profit-sharing and bonus plans; leave, etc. that are offered by LAC, are not based on sex. 41 C.F.R. § 60-20.6.
15. LAC does not make employment decisions on the basis of sex-based stereotypes, such as stereotypes about how males and/or females are expected to look, speak, or act. 41 C.F.R. § 60-20.7.
16. LAC has a no tolerance policy regarding harassment and hostile work environments. Harassment on the basis of sex includes unwelcome sexual advances, requests for sexual favors, offensive remarks about a person's sex, and other verbal or physical conduct of a sexual nature. Harassment because of sex includes sexual harassment (including sexual harassment based on gender identity or transgender status); harassment based on pregnancy, childbirth, or related medical conditions; and harassment that is not sexual in nature but that is because of sex or sex-based stereotypes. 41 C.F.R. § 60-20.8.
17. When appropriate, LAC makes affirmative efforts to increase the number and percentage of women in the workforce, including, but not limited to the following:
 - a. LAC recruits women and encourages existing women employees to apply for positions historically labeled by society as "traditionally male".
 - b. LAC guarantees equal, gender-neutral access to training and tuition reimbursement programs, including management training and other types of workplace training programs.
 - c. LAC informs management of its affirmative action responsibilities.

Policy with Respect to Religion/National Origin

41 C.F.R. § 60-50.1 et seq.

Pursuant to the guidelines prohibiting discrimination on the basis of religion and/or national origin, 41 C.F.R. § 60-50.1, et seq., LAC hereby reaffirms that it does not discriminate against employees, or applicants for employment, because of religion or national origin. LAC takes affirmative action to seek to ensure that employees or applicants for employment are treated without regard to their religion or national origin in all aspects of the terms and conditions of employment, such as upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay (or other forms of compensation), and selection for training.

LAC has reviewed its employment practices and determined that its employees, including those who belong to religious or ethnic groups, have received fair consideration for job opportunities. Based upon its review, and depending upon the circumstances, LAC will undertake appropriate actions, which may include one or more of the following activities:

1. Issuing a policy directive to employees reaffirming LAC's obligation to provide equal employment opportunity without regard to religion or national origin. This policy will be communicated in such a manner as to foster understanding, acceptance, and support among executives, managers, supervisors, and other employees, and to encourage such persons to take the necessary action to aid LAC in meeting its obligations.
2. Developing internal procedures to ensure LAC's obligation to provide equal employment opportunity, without regard to religion or national origin, is fully implemented. Specifically, employment activities are reviewed by the EEO Administrator.
3. Informing management annually of its commitment to equal employment opportunity, without regard to religion or national origin.
4. Enlisting the assistance and support of recruitment sources for this commitment.

LAC acknowledges its responsibility to make reasonable accommodations for the religious observances and practices of its existing or prospective employees under the terms of Title VII of the Civil Rights Act of 1964. An accommodation for religious purposes will be denied should LAC determine that the company would have to suffer undue hardship. During this accommodation evaluation, the following factors will continue to be considered by LAC:

1. Business necessity;
2. Financial costs and expenses; and
3. Resulting personnel problems.

Organizational Profile

Contractors and subcontractors are required to include in their AAPs an organizational profile of their workforce using either a “workforce analysis” or “organizational display” that provides detailed data reflecting staffing patterns within the establishment. 41 C.F.R. § 60-2.11. An organizational profile shows the staffing pattern within a contractor’s establishment. This profile assists an employer in identifying where, in the workforce of its site which is the subject of this AAP, women or minorities are underrepresented or concentrated. A workforce analysis is used in this AAP, which lists each job title from the lowest paid to the highest paid within each department or similar organizational unit.

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

AT WILL EMPLOYEE

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ASSISTANT COUNTY ATTORNEY	2	2	1	1	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
ADMIN SERVICES DIRECTOR	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
COMMUNITY DEVELOPMENT DIRECTOR	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
COMMUNITY SERVICES DIRECTOR	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
DEPUTY COUNTY ATTORNEY	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
DEPUTY COUNTY MANAGER	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
DEPUTY UTIL MGR/ELEC DIST	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
DEPUTY UTIL MGR/GWS	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
DEPUTY UTIL MGR/POWER SUPP	1	1	1	0	0	0	0	0	0	1	1
			0	0	0	0	0	0	0	0	
FIRE CHIEF	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
POLICE CHIEF	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

<i>AT WILL EMPLOYEE</i>											
Lines of Progression: NO											

Workforce Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

CASUAL EE PAYING INTO PERA

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
LABORER CASUAL	8	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
Summary of CASUAL EE PAYING INTO PERA		1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

CASUAL NON EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
LABORER CASUAL	8	5	5	3	0	1	0	0	0	1	2
			0	0	0	0	0	0	0	0	
LIFEGUARD - CASUAL	8	12	4	2	0	0	1	0	0	1	2
			8	8	0	0	0	0	0	0	
RECREATION CUST SRV ASSOC CAS	6	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
STUDENT - CASUAL	6	26	11	8	0	2	1	0	0	0	12
			15	6	2	2	2	0	0	3	
LIBRARY ASSOCIATE CASUAL	5	6	1	1	0	0	0	0	0	0	2
			5	3	0	1	1	0	0	0	
RECREATION LEADER CASUAL	5	5	3	2	0	1	0	0	0	0	1
			2	2	0	0	0	0	0	0	
SR RECREATION LEADER CASUAL	5	2	0	0	0	0	0	0	0	0	0
			2	2	0	0	0	0	0	0	
Summary of CASUAL NON EXEMPT		57	24	16	0	4	2	0	0	2	20
			33	21	2	3	3	0	0	4	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

CASUAL POLLWORKER

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ELECTION WORKER	6	123	42	38	0	0	0	0	0	4	13
			81	72	0	5	1	0	0	3	
Summary of CASUAL POLLWORKER		123	42	38	0	0	0	0	0	4	13
			81	72	0	5	1	0	0	3	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

CONTRACT EMPLOYEE EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
COUNTY ATTORNEY	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
COUNTY MANAGER	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
UTILITIES MANAGER	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
Summary of CONTRACT EMPLOYEE EXEMPT		3	3	3	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	

Workforce Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

ELECTED OFFICIAL FULL BENEFITS

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
COUNTY CLERK	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
Summary of ELECTED OFFICIAL FULL BENEFITS		1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

ELECTED OFFICIAL LMTD BENEFITS

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
MUNICIPAL COURT JUDGE	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
Summary of ELECTED OFFICIAL LMTD BENEFITS		1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

ELECTED OFFICIAL NO BENEFITS

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
COUNTY ASSESSOR	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
COUNTY COUNCILOR	1	7	3	3	0	0	0	0	0	0	0
			4	4	0	0	0	0	0	0	
SHERIFF	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
Summary of ELECTED OFFICIAL NO BENEFITS		9	5	5	0	0	0	0	0	0	0
			4	4	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

ELECTRICAL WORKER UNION

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
JOURNEYMAN LINEMAN	7	6	6	0	0	5	0	0	0	1	6
			0	0	0	0	0	0	0		
WATER SYSTEM ELECTRICAL TECH	7	2	2	0	0	1	0	0	1	0	2
			0	0	0	0	0	0	0		
Summary of ELECTRICAL WORKER UNION		8	8	0	0	6	0	0	1	1	8
			0	0	0	0	0	0	0		

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

FIRE NEW HIRE PROBATION											
Lines of Progression: NO											
Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
FIREFIGHTER 2	4	13	13	5	1	6	1	0	0	0	8
			0	0	0	0	0	0	0	0	
Summary of FIRE NEW HIRE PROBATION		13	13	5	1	6	1	0	0	0	8
			0	0	0	0	0	0	0	0	

Workforce Analysis

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Los Alamos County
Los Alamos County, NM

FIRE UNION NON SHIFT											
Lines of Progression: NO											
Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
FIRE DRIVER ENGINEER	4	4	4	0	0	4	0	0	0	0	4
			0	0	0	0	0	0	0	0	
FIREFIGHTER 2	4	6	5	2	0	2	0	0	0	1	4
			1	0	0	1	0	0	0	0	
FIRE CAPTAIN	2	3	3	1	0	2	0	0	0	0	2
			0	0	0	0	0	0	0	0	
Summary of FIRE UNION NON SHIFT		13	12	3	0	8	0	0	0	1	10
			1	0	0	1	0	0	0	0	

Workforce Analysis

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Los Alamos County
Los Alamos County, NM

FIRE UNION SHIFT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
FIRE DRIVER ENGINEER	4	20	20	14	0	5	0	0	0	1	6
			0	0	0	0	0	0	0		
FIREFIGHTER 2	4	54	54	19	1	21	0	0	2	11	35
			0	0	0	0	0	0	0		
FIRE CAPTAIN	2	26	26	10	0	16	0	0	0	0	16
			0	0	0	0	0	0	0		
Summary of FIRE UNION SHIFT		100	100	43	1	42	0	0	2	12	57
			0	0	0	0	0	0	0		

Workforce Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

PLUMBER/PIPE UNION

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
GWS PIPEFITTER	8	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
GWS/WWTP/WP TRAINEE	8	9	9	1	0	6	0	0	0	2	8
			0	0	0	0	0	0	0	0	
GWS APPRENTICE 1	7	4	4	0	0	3	0	0	0	1	4
			0	0	0	0	0	0	0	0	
GWS APPRENTICE 2	7	4	4	0	1	3	0	0	0	0	4
			0	0	0	0	0	0	0	0	
GWS SR PIPEFITTER	7	2	2	0	0	2	0	0	0	0	2
			0	0	0	0	0	0	0	0	
SR WATER SYSTEMS OPERATOR	7	2	2	1	0	0	0	0	1	0	1
			0	0	0	0	0	0	0	0	
WATER SYSTEMS APPRENTICE 1	7	1	1	0	0	0	0	0	0	1	1
			0	0	0	0	0	0	0	0	
WATER SYSTEMS APPRENTICE 2	7	2	2	1	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
WATER SYSTEMS OPERATOR	7	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
WWTP OPERATOR	7	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
Summary of PLUMBER/PIPE UNION		27	27	4	1	17	0	0	1	4	23
			0	0	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

<i>POLICE UNION</i>											
Lines of Progression: NO											
Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
POLICE CORPORAL	4	19	17	12	1	4	0	0	0	0	7
			2	0	0	1	0	0	0	1	
POLICE SERGEANT	3	6	6	6	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
POLICE OFFICER	2	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
<i>Summary of POLICE UNION</i>		26	24	19	1	4	0	0	0	0	7
			2	0	0	1	0	0	0	1	

Workforce Analysis

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Los Alamos County
Los Alamos County, NM

REGULAR 1/2 NON EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
RECREATION CUST SRV ASSOC .5	6	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
LIBRARY ASSOCIATE .5	5	3	0	0	0	0	0	0	0	0	2
			3	1	0	0	0	0	0	2	
Summary of REGULAR 1/2 NON EXEMPT		4	0	0	0	0	0	0	0	0	2
			4	2	0	0	0	0	0	2	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

REGULAR 3/4 NON EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
LIFEGUARD - .75	8	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
LIBRARY ASSOCIATE .75	5	5	1	1	0	0	0	0	0	0	2
			4	2	0	1	0	0	0	1	
LIBRARY SPECIALIST .75	5	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	1	0	
SR LIBRARY SPECIALIST .75	5	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
Summary of REGULAR 3/4 NON EXEMPT		8	1	1	0	0	0	0	0	0	4
			7	3	0	1	0	0	0	1	

Workforce Analysis

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Los Alamos County

Los Alamos County, NM

REGULAR EXEMPT FIRE SHFT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
FIRE BATTALION CHIEF	1	2	2	1	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
Summary of REGULAR EXEMPT FIRE SHFT		2	2	1	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	

Workforce Analysis

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Los Alamos County

Los Alamos County, NM

REGULAR FULL TIME DETENTION EX

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
DETENTION ADMINISTRATOR	4	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
Summary of REGULAR FULL TIME DETENTION EX		1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	

Workforce Analysis

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Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME DETENTION NE

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
DETENTION CORPORAL	4	10	9	3	0	5	0	0	0	1	7
			1	0	0	1	0	0	0	0	
DETENTION SERGEANT	4	4	3	0	0	2	0	0	0	1	4
			1	0	0	1	0	0	0	0	
Summary of REGULAR FULL TIME DETENTION NE		14	12	3	0	7	0	0	0	2	11
			2	0	0	2	0	0	0	0	

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Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME EXEMPT											
Lines of Progression: NO											
Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ASST PARKS SUPERINTENDENT	8	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
OPEN SPACE SPECIALIST	8	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
TRANSIT SUPERVISOR	8	2	2	0	1	1	0	0	0	0	2
			0	0	0	0	0	0	0	0	
FLEET SUPERVISOR	7	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
ASST PUBLIC INFO OFFICER	6	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
CASE COORDINATION SPECIALIST	6	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
COURT ADMINISTRATOR	6	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
OFFICE MANAGER	6	2	0	0	0	0	0	0	0	0	2
			2	0	0	1	0	0	0	1	
SR BUYER	6	2	0	0	0	0	0	0	0	0	2
			2	0	0	1	1	0	0	0	
GIS SYSTEM SPECIALIST	3	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
ACCOUNTING OPERATIONS MANAGER	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	1	0	

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Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
APPLICATION ANALYST/DEVELOPER	2	3	2	0	0	1	0	0	0	1	3
			1	0	0	1	0	0	0	0	
ASSOCIATE PLANNER	2	2	0	0	0	0	0	0	0	0	2
			2	0	0	2	0	0	0	0	
BROADBAND MANAGER	2	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
BUDGET AND PERFORMANCE MANAGER	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
BUSINESS AND ERP MANAGER	2	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
BUSINESS OPERATIONS MANAGER	2	2	1	0	0	0	0	0	0	1	2
			1	0	0	1	0	0	0	0	
CONSOLIDATED DISPATCH MANAGER	2	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
COUNTY SURVEYOR	2	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
DATABASE ADMINISTRATOR	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	1	0	0	0	
DEPUTY EMERGENCY SERVICE CMD	2	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
EMERGENCY SERVICES COMMANDER	2	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	

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REGULAR FULL TIME EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ENGINEERING ASSOCIATE	2	8	7	2	0	4	0	0	0	1	6
			1	0	0	1	0	0	0	0	
FINANCE AND BUDGET ANALYST	2	2	0	0	0	0	0	0	0	0	2
			2	0	0	1	1	0	0	0	
H-E PLANT SUPERVISOR	2	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
IT PROGRAM MANAGER	2	2	0	0	0	0	0	0	0	0	2
			2	0	0	1	1	0	0	0	
LIBRARIAN	2	4	1	1	0	0	0	0	0	0	1
			3	2	0	0	0	0	0	1	
MANAGEMENT ANALYST	2	7	2	1	0	1	0	0	0	0	5
			5	1	0	4	0	0	0	0	
PAYROLL COORDINATOR	2	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
PAYROLL MANAGER	2	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
POLICE COMMANDER	2	3	3	1	0	2	0	0	0	0	2
			0	0	0	0	0	0	0	0	
PROJECT MANAGER	2	6	6	3	0	3	0	0	0	0	3
			0	0	0	0	0	0	0	0	
PUBLIC INFORMATION OFFICER	2	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	

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REGULAR FULL TIME EXEMPT											
Lines of Progression: NO											
Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
PUBLIC RELATIONS MANAGER	2	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
RECREATION PROGRAM MANAGER	2	3	2	1	0	1	0	0	0	0	1
			1	1	0	0	0	0	0	0	
RIM PROGRAM MANAGER	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
RISK MANAGER	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
SECURITY ANALYST	2	1	1	0	0	0	0	0	0	1	1
			0	0	0	0	0	0	0	0	
SECURITY/ADMIN SERVICE MGR	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
SR APPLICATION ANALYST/DEVEL	2	4	2	2	0	0	0	0	0	0	1
			2	1	0	1	0	0	0	0	
SR ENGINEER	2	2	1	0	0	0	0	0	0	1	1
			1	1	0	0	0	0	0	0	
SR FINANCE AND BUDGET ANALYST	2	2	1	0	0	1	0	0	0	0	2
			1	0	0	1	0	0	0	0	
SR LIBRARIAN	2	3	0	0	0	0	0	0	0	0	2
			3	1	0	2	0	0	0	0	
SR MANAGEMENT ANALYST	2	6	2	1	0	1	0	0	0	0	3
			4	2	0	2	0	0	0	0	

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REGULAR FULL TIME EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
SR PARALEGAL	2	1	1	0	1	0	0	0	0	0	1
			0	0	0	0	0	0	0	0	
SR SYSTEMS ADMINISTRATOR	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
SYSTEMS ADMINISTRATOR	2	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
WATER & ENERGY CONSERVE COORD	2	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
BUILDING SAFETY MANAGER	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
CAPITAL PROJ AND FACIL MGR	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
CHIEF APPRAISER	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
CHIEF DEPUTY ASSESSOR	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
CHIEF DEPUTY CLERK	1	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
CHIEF FINANCIAL OFFICER	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
CHIEF INFORMATION OFFICER	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	

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REGULAR FULL TIME EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
CHIEF PURCHASING OFFICER	1	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
COUNTY ENGINEER	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
DEPUTY CHIEF FINANCIAL OFFICER	1	1	0	0	0	0	0	0	0	0	1
			1	0	1	0	0	0	0	0	
DEPUTY CHIEF PURCHASNG OFFICER	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
DEPUTY EMERGENCY COMMS MGR	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
DEPUTY FIRE CHIEF	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
DEPUTY HR MANAGER	1	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
DEPUTY POLICE CHIEF	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
DEPUTY PUBLIC WORKS DIRECTOR	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
DEPUTY UTIL MGR/ENGINRING	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
ECONOMIC DEVELOPMENT ADMIN	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	

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REGULAR FULL TIME EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ECONOMIC DEVELOPMENT PROG MGR	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
ENVIRO SRVCS SUPERINTENDENT	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
ENVIRONMENTAL SERVICES MGR	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
FACILITIES MAINT SUPERINTENDNT	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
FACILITIES MANAGER	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
FACILITIES SERVICES MANAGER	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
FIRE BATTALION CHIEF	1	7	7	5	0	2	0	0	0	0	2
			0	0	0	0	0	0	0	0	
FIRE TECHNOLOGY MANAGER	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
FLEET MANAGER	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
GOLF/ICE MAINT SUPERINTENDENT	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
GWS SUPERINTENDENT	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME EXEMPT											
Lines of Progression: NO											
Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
HUMAN RESOURCES MANAGER	1	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
INTERGOVERNMENTAL AFFAIRS MGR	1	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
LIBRARY MANAGER	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
OD MANAGER	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
PARKS SUPERINTENDENT	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
PLANNING MANAGER	1	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	1	0	0	0	
POWER SYSTEM SUPERVISOR	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
PROCUREMENT CONTRACT MANAGER	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
PROCUREMENT OPERATIONS MANAGER	1	2	1	0	0	1	0	0	0	0	2
			1	0	0	1	0	0	0	0	
RECREATION SUPERINTENDENT	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
RECRUITMENT MGR	1	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
SOCIAL SERVICES MANAGER	1	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
STREET MAINT SUPERINTENDENT	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
SUSTAINABILITY MANAGER	1	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
TRAFFC-STRT MGR/TRAFFIC ENGR	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
TRAFFIC MANAGER	1	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
TRANSIT MANAGER	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
WATER SYSTEMS SUPERINTENDENT	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
WWTP SUPERINTENDENT	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
Summary of REGULAR FULL TIME EXEMPT		149	79	31	2	41	0	0	0	5	90
			70	28	1	28	5	0	1	7	

Workforce Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

REGULAR FULL TIME NON EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ADMINISTRATIVE SCALE OPERATOR	8	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
AQUATICS MAINT SPECIALIST	8	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
CUSTODIAN	8	13	5	1	0	1	0	0	1	2	11
			8	1	0	6	0	0	0	1	
GOLF/ICE MAINT ASST SUPRTNDNT	8	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
LEAD CUSTODIAN	8	2	2	0	0	1	0	0	0	1	2
			0	0	0	0	0	0	0	0	
LIFEGUARD	8	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
PARKS MAINT CONSTR SPEC 1	8	1	1	0	0	0	0	0	1	0	1
			0	0	0	0	0	0	0	0	
PARKS MAINT CONSTR SPEC 2	8	8	7	2	0	3	0	0	2	0	6
			1	0	0	0	0	0	1	0	
PARKS MAINT CONSTR SPEC 3	8	3	3	0	0	3	0	0	0	0	3
			0	0	0	0	0	0	0	0	
SR LIFEGUARD	8	3	2	1	0	0	0	0	0	1	2
			1	0	0	0	0	0	1	0	
TRANSIT CUST SRVCE REP/DISP	8	2	1	0	0	1	0	0	0	0	1
			1	1	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME NON EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
TRANSIT OPERATOR - LEAD	8	3	3	1	0	0	0	0	1	1	2
			0	0	0	0	0	0	0	0	
TRANSIT OPERATOR 1	8	3	3	1	1	0	0	0	1	0	2
			0	0	0	0	0	0	0	0	
TRANSIT OPERATOR 2	8	7	5	1	0	3	0	0	1	0	5
			2	1	0	1	0	0	0	0	
CONSTRUCTION SPECIALIST	7	1	1	0	0	0	0	0	1	0	1
			0	0	0	0	0	0	0	0	
ELECTRICAL JOURNEYMAN	7	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
EQUIPMENT OPERATOR	7	4	4	0	0	4	0	0	0	0	4
			0	0	0	0	0	0	0	0	
FLEET MECHANIC 1	7	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
FLEET MECHANIC 2	7	5	5	2	0	2	0	0	1	0	3
			0	0	0	0	0	0	0	0	
FLEET SHOP FOREMAN	7	2	2	1	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
GOLF COURSE MAINT MECHANIC	7	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
LEAD EQUIPMENT OPERATOR	7	4	4	0	0	3	0	0	0	1	4
			0	0	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME NON EXEMPT											
Lines of Progression: NO											
Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
LINEMAN SUPERVISOR	7	3	3	0	0	3	0	0	0	0	3
			0	0	0	0	0	0	0	0	
SIGN/MARKING TECHNICIAN 2	7	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
SIGN/MARKING TECHNICIAN 3	7	3	3	0	0	3	0	0	0	0	3
			0	0	0	0	0	0	0	0	
SR EQUIPMENT OPERATOR	7	9	9	0	0	6	0	0	1	2	9
			0	0	0	0	0	0	0	0	
SR H-E MAINTENANCE TECHNICIAN	7	2	2	2	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
TRAFFIC ELECTRICIAN 1	7	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
WATER SYSTEMS SUPERVISOR	7	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
WWTP SUPERVISOR	7	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
ANIMAL SHELTER MANAGER	6	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
AQUATICS COORDINATOR	6	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
BUYER	6	2	1	1	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME NON EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
CUSTOMER SERVICE ASSOC 2	6	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
DEPUTY CLERK	6	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
DISPATCH SHIFT SUPERVISOR	6	2	1	0	0	1	0	0	0	0	2
			1	0	0	1	0	0	0	0	
EXECUTIVE ASSISTANT	6	2	0	0	0	0	0	0	0	0	2
			2	0	0	2	0	0	0	0	
OFFICE SPECIALIST	6	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
P-CARD ADMIN	6	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
RECREATION CUST SERVICE ASSOC	6	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
RIM SPECIALIST	6	2	1	0	0	1	0	0	0	0	2
			1	0	0	0	0	0	0	1	
SR BILLING AND SERVICE SPEC	6	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
SR COURT CLERK	6	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
SR LEGAL ASSISTANT	6	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME NON EXEMPT

Lines of Progression: NO

Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
SR OFFICE SPECIALIST	6	16	0	0	0	0	0	0	0	0	15
			16	1	0	11	1	0	0	3	
SR SUPPLY SPECIALIST	6	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
SUPPLY SPECIALIST	6	2	2	1	0	0	0	0	1	0	1
			0	0	0	0	0	0	0	0	
VICTIM ASSISTANT	6	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
CODE COMPLIANCE OFFICER	5	2	1	0	0	1	0	0	0	0	2
			1	0	0	1	0	0	0	0	
LIBRARY SPECIALIST	5	2	0	0	0	0	0	0	0	0	0
			2	2	0	0	0	0	0	0	
METER READER SUPERVISOR	5	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
PERMIT TECHNICIAN	5	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
PROBATION OFFICER	5	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
RECREATION LEADER	5	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
SR LIBRARY SPECIALIST	5	3	1	1	0	0	0	0	0	0	0
			2	2	0	0	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME NON EXEMPT											
Lines of Progression: NO											
Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
SR PERMIT TECHNICIAN	5	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
SR POWER SYSTEM OPERATOR	5	7	6	3	0	2	0	0	1	0	4
			1	0	0	1	0	0	0	0	
SR RECREATION LEADER	5	1	1	0	0	0	0	0	0	1	1
			0	0	0	0	0	0	0	0	
ASSESSMENT SPECIALIST	3	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
ENGINEERING AIDE	3	1	1	0	0	0	0	0	0	1	1
			0	0	0	0	0	0	0	0	
ENVIRONMENTAL SERVICES TECH	3	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
PLANS EXAMINER	3	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
SCADA SYSTEM SPECIALIST	3	2	2	1	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
TECHNICAL SUPPORT SPECIALIST	3	2	2	1	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
COURT PROGRM COORDINATOR	2	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
DATA ANALYST	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME NON EXEMPT											
Lines of Progression: NO											
Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
EMERGENCY COMMUNICATION SPEC 1	2	3	1	1	0	0	0	0	0	0	1
			2	1	0	0	0	0	1	0	
EMERGENCY COMMUNICATION SPEC 2	2	4	1	0	0	0	0	0	1	0	1
			3	3	0	0	0	0	0	0	
HR ANALYST 2	2	4	1	0	0	1	0	0	0	0	4
			3	0	0	2	0	0	0	1	
PAYROLL SPECIALIST	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
SR ACCOUNTS PAYABLE COORD	2	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
SR ANIMAL CONTROL OFFICER	2	2	0	0	0	0	0	0	0	0	1
			2	1	0	0	1	0	0	0	
SR CONSTRUCTION SPECIALIST	2	4	4	1	0	2	0	0	1	0	3
			0	0	0	0	0	0	0	0	
SR DATA ANALYST	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	0	0	0	1	
SR IT INFRASTRUCTURE COORD	2	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	
SR VISUAL INFORMATION SPEC	2	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	
TECHNICAL SUPPORT SPEC TRAIN	2	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

REGULAR FULL TIME NON EXEMPT											
Lines of Progression: NO											
Title	EEO	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
APPRAISER	1	2	1	0	0	1	0	0	0	0	2
			1	0	0	1	0	0	0	0	
BILLING SUPERVISOR	1	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
CONSTRUCTION FOREMAN	1	2	2	1	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
CUSTOMER SERVICE SUPERVISOR	1	2	0	0	0	0	0	0	0	0	2
			2	0	0	2	0	0	0	0	
ELECTIONS MANAGER	1	1	0	0	0	0	0	0	0	0	1
			1	0	0	1	0	0	0	0	
ELECTRICAL FOREMAN	1	3	3	0	0	3	0	0	0	0	3
			0	0	0	0	0	0	0	0	
GWS SUPERVISOR	1	2	2	0	0	2	0	0	0	0	2
			0	0	0	0	0	0	0	0	
SR BUILDING INSPECTOR	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
TRANSPORTATION SAFETY SPEC	1	1	1	0	0	1	0	0	0	0	1
			0	0	0	0	0	0	0	0	
Summary of REGULAR FULL TIME NON EXEMPT		195	117	31	1	61	0	0	14	10	142
			78	22	0	41	2	0	3	10	

Workforce Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
Summary	768	480	209	7	201	3	0	18	42	402
		288	157	3	82	11	0	5	30	

Job Group Analysis

Contractors and subcontractors are required to include in their AAPs a “job group analysis” by combining jobs at the establishment with similar content, wage rates, and opportunities to form job groups. 41 C.F.R. § 60-2.12. The job group analysis is a contractor’s first comparison of the representation of minorities and women in its workforce with the estimated availability of minorities and women to be employed. The job group is created by first sorting the various jobs at the establishment into job groups, which is a collection of jobs in an organization with similar job content (field of work and/or skill level), similar promotional opportunities, and similar compensation. The job groups then are developed to fit the unique characteristics of each organizational unit, taking into account the size, type, and complexity of the work performed. Contractors, after combining the job titles for the job group analysis, must then separately provide the percentage of minorities and the percentage of women they employ in each job group.

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

1 - OFFICIALS/ADM

EEO: Officers and Managers

Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ADMIN SERVICES DIRECTOR	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
APPRAISER	2	1	0	0	1	0	0	0	0	2
		1	0	0	1	0	0	0	0	
BILLING SUPERVISOR	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
BUILDING SAFETY MANAGER	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
CAPITAL PROJ AND FACIL MGR	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
CHIEF APPRAISER	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
CHIEF DEPUTY ASSESSOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
CHIEF DEPUTY CLERK	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
CHIEF FINANCIAL OFFICER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
CHIEF INFORMATION OFFICER	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
CHIEF PURCHASING OFFICER	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
COMMUNITY DEVELOPMENT DIRECTOR	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

1 - OFFICIALS/ADM		EEO: Officers and Managers								
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
COMMUNITY SERVICES DIRECTOR	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
CONSTRUCTION FOREMAN	2	2	1	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
COUNTY ASSESSOR	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
COUNTY ATTORNEY	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
COUNTY CLERK	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
COUNTY COUNCILOR	7	3	3	0	0	0	0	0	0	0
		4	4	0	0	0	0	0	0	
COUNTY ENGINEER	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
COUNTY MANAGER	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
CUSTOMER SERVICE SUPERVISOR	2	0	0	0	0	0	0	0	0	2
		2	0	0	2	0	0	0	0	
DEPUTY CHIEF FINANCIAL OFFICER	1	0	0	0	0	0	0	0	0	1
		1	0	1	0	0	0	0	0	
DEPUTY CHIEF PURCHASNG OFFICER	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
DEPUTY COUNTY ATTORNEY	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

1 - OFFICIALS/ADM

EEO: Officers and Managers

Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
DEPUTY COUNTY MANAGER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
DEPUTY EMERGENCY COMMS MGR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
DEPUTY FIRE CHIEF	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
DEPUTY HR MANAGER	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
DEPUTY POLICE CHIEF	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
DEPUTY PUBLIC WORKS DIRECTOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
DEPUTY UTIL MGR/ELEC DIST	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
DEPUTY UTIL MGR/ENGINRING	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
DEPUTY UTIL MGR/GWS	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
DEPUTY UTIL MGR/POWER SUPP	1	1	0	0	0	0	0	0	1	1
		0	0	0	0	0	0	0	0	
ECONOMIC DEVELOPMENT ADMIN	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
ECONOMIC DEVELOPMENT PROG MGR	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

1 - OFFICIALS/ADM

EEO: Officers and Managers

Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ELECTIONS MANAGER	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
ELECTRICAL FOREMAN	3	3	0	0	3	0	0	0	0	3
		0	0	0	0	0	0	0	0	
ENVIRO SRVCS SUPERINTENDENT	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
ENVIRONMENTAL SERVICES MGR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
FACILITIES MAINT SUPERINTENDNT	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
FACILITIES MANAGER	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
FACILITIES SERVICES MANAGER	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
FIRE BATTALION CHIEF	9	9	6	0	3	0	0	0	0	3
		0	0	0	0	0	0	0	0	
FIRE CHIEF	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
FIRE TECHNOLOGY MANAGER	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
FLEET MANAGER	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
GOLF/ICE MAINT SUPERINTENDENT	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

1 - OFFICIALS/ADM

EEO: Officers and Managers

Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
GWS SUPERINTENDENT	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
GWS SUPERVISOR	2	2	0	0	2	0	0	0	0	2
		0	0	0	0	0	0	0	0	
HUMAN RESOURCES MANAGER	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
INTERGOVERNMENTAL AFFAIRS MGR	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
LIBRARY MANAGER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
MUNICIPAL COURT JUDGE	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
OD MANAGER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
PARKS SUPERINTENDENT	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
PLANNING MANAGER	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	1	0	0	0	
POLICE CHIEF	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
POWER SYSTEM SUPERVISOR	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
PROCUREMENT CONTRACT MANAGER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

1 - OFFICIALS/ADM		EEO: Officers and Managers								
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
PROCUREMENT OPERATIONS MANAGER	2	1	0	0	1	0	0	0	0	2
		1	0	0	1	0	0	0	0	
PUBLIC WORKS DIRECTOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
RECREATION SUPERINTENDENT	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
RECRUITMENT MGR	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
SHERIFF	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
SOCIAL SERVICES MANAGER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
SR BUILDING INSPECTOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
STREET MAINT SUPERINTENDENT	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
SUSTAINABILITY MANAGER	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
TRAFFC-STRT MGR/TRAFFIC ENGR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
TRAFFIC MANAGER	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
TRANSIT MANAGER	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

1 - OFFICIALS/ADM										
EEO: Officers and Managers										
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
TRANSPORTATION SAFETY SPEC	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
UTILITIES MANAGER	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
WATER SYSTEMS SUPERINTENDENT	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
WWTP SUPERINTENDENT	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
Summary of 1 - OFFICIALS/ADM	97	63	28	0	34	0	0	0	1	50
		34	19	1	10	1	0	0	3	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS		EEO: Professionals								
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ACCOUNTING OPERATIONS MANAGER	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	1	0	
APPLICATION ANALYST/DEVELOPER	3	2	0	0	1	0	0	0	1	3
		1	0	0	1	0	0	0	0	
ASSISTANT COUNTY ATTORNEY	2	1	1	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
ASSOCIATE PLANNER	2	0	0	0	0	0	0	0	0	2
		2	0	0	2	0	0	0	0	
BROADBAND MANAGER	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
BUDGET AND PERFORMANCE MANAGER	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
BUSINESS AND ERP MANAGER	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
BUSINESS OPERATIONS MANAGER	2	1	0	0	0	0	0	0	1	2
		1	0	0	1	0	0	0	0	
CONSOLIDATED DISPATCH MANAGER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
COUNTY SURVEYOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
COURT PROGRM COORDINATOR	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
DATA ANALYST	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS										
EEO: Professionals										
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
DATABASE ADMINISTRATOR	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	1	0	0	0	
DEPUTY EMERGENCY SERVICE CMD	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
EMERGENCY COMMUNICATION SPEC 1	3	1	1	0	0	0	0	0	0	1
		2	1	0	0	0	0	1	0	
EMERGENCY COMMUNICATION SPEC 2	4	1	0	0	0	0	0	1	0	1
		3	3	0	0	0	0	0	0	
EMERGENCY SERVICES COMMANDER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
ENGINEERING ASSOCIATE	8	7	2	0	4	0	0	0	1	6
		1	0	0	1	0	0	0	0	
FINANCE AND BUDGET ANALYST	2	0	0	0	0	0	0	0	0	2
		2	0	0	1	1	0	0	0	
FIRE CAPTAIN	29	29	11	0	18	0	0	0	0	18
		0	0	0	0	0	0	0	0	
H-E PLANT SUPERVISOR	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
HR ANALYST 2	4	1	0	0	1	0	0	0	0	4
		3	0	0	2	0	0	0	1	
IT PROGRAM MANAGER	2	0	0	0	0	0	0	0	0	2
		2	0	0	1	1	0	0	0	
LIBRARIAN	4	1	1	0	0	0	0	0	0	1
		3	2	0	0	0	0	0	1	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS										
EEO: Professionals										
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
MANAGEMENT ANALYST	7	2	1	0	1	0	0	0	0	5
		5	1	0	4	0	0	0	0	
PAYROLL COORDINATOR	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
PAYROLL MANAGER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
PAYROLL SPECIALIST	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
POLICE COMMANDER	3	3	1	0	2	0	0	0	0	2
		0	0	0	0	0	0	0	0	
POLICE OFFICER	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
PROJECT MANAGER	6	6	3	0	3	0	0	0	0	3
		0	0	0	0	0	0	0	0	
PUBLIC INFORMATION OFFICER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
PUBLIC RELATIONS MANAGER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
RECREATION PROGRAM MANAGER	3	2	1	0	1	0	0	0	0	1
		1	1	0	0	0	0	0	0	
RIM PROGRAM MANAGER	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
RISK MANAGER	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS										
EEO: Professionals										
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
SECURITY ANALYST	1	1	0	0	0	0	0	0	1	1
		0	0	0	0	0	0	0	0	
SECURITY/ADMIN SERVICE MGR	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
SR ACCOUNTS PAYABLE COORD	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
SR ANIMAL CONTROL OFFICER	2	0	0	0	0	0	0	0	0	1
		2	1	0	0	1	0	0	0	
SR APPLICATION ANALYST/DEVEL	4	2	2	0	0	0	0	0	0	1
		2	1	0	1	0	0	0	0	
SR CONSTRUCTION SPECIALIST	4	4	1	0	2	0	0	1	0	3
		0	0	0	0	0	0	0	0	
SR DATA ANALYST	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
SR ENGINEER	2	1	0	0	0	0	0	0	1	1
		1	1	0	0	0	0	0	0	
SR FINANCE AND BUDGET ANALYST	2	1	0	0	1	0	0	0	0	2
		1	0	0	1	0	0	0	0	
SR IT INFRASTRUCTURE COORD	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
SR LIBRARIAN	3	0	0	0	0	0	0	0	0	2
		3	1	0	2	0	0	0	0	
SR MANAGEMENT ANALYST	6	2	1	0	1	0	0	0	0	3
		4	2	0	2	0	0	0	0	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS										
EEO: Professionals										
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
SR PARALEGAL	1	1	0	1	0	0	0	0	0	1
		0	0	0	0	0	0	0	0	
SR SYSTEMS ADMINISTRATOR	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
SR VISUAL INFORMATION SPEC	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
SYSTEMS ADMINISTRATOR	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
TECHNICAL SUPPORT SPEC TRAIN	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
WATER & ENERGY CONSERVE COORD	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
Summary of 2 - PROFESSIONALS	138	77	33	1	36	0	0	2	5	81
		61	24	0	26	4	0	2	5	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

3 - TECHNICIANS		EEO: Technicians								
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ASSESSMENT SPECIALIST	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
ENGINEERING AIDE	1	1	0	0	0	0	0	0	1	1
		0	0	0	0	0	0	0	0	
ENVIRONMENTAL SERVICES TECH	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
GIS SYSTEM SPECIALIST	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
PLANS EXAMINER	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
POLICE SERGEANT	6	6	6	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
SCADA SYSTEM SPECIALIST	2	2	1	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
TECHNICAL SUPPORT SPECIALIST	2	2	1	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
Summary of 3 - TECHNICIANS	15	14	9	0	4	0	0	0	1	6
		1	0	0	0	0	0	0	1	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

4 - PROTECT/SERV		EEO: Sales Workers								
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
DETENTION ADMINISTRATOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
DETENTION CORPORAL	10	9	3	0	5	0	0	0	1	7
		1	0	0	1	0	0	0	0	
DETENTION SERGEANT	4	3	0	0	2	0	0	0	1	4
		1	0	0	1	0	0	0	0	
FIRE DRIVER ENGINEER	24	24	14	0	9	0	0	0	1	10
		0	0	0	0	0	0	0	0	
FIREFIGHTER 2	73	72	26	2	29	1	0	2	12	47
		1	0	0	1	0	0	0	0	
POLICE CORPORAL	19	17	12	1	4	0	0	0	0	7
		2	0	0	1	0	0	0	1	
Summary of 4 - PROTECT/SERV	131	126	55	3	50	1	0	2	15	76
		5	0	0	4	0	0	0	1	

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

5 - PARA-PROFESS

EEO: Administrative Support Workers

Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
CODE COMPLIANCE OFFICER	2	1	0	0	1	0	0	0	0	2
		1	0	0	1	0	0	0	0	
LIBRARY ASSOCIATE .5	3	0	0	0	0	0	0	0	0	2
		3	1	0	0	0	0	0	2	
LIBRARY ASSOCIATE .75	5	1	1	0	0	0	0	0	0	2
		4	2	0	1	0	0	0	1	
LIBRARY ASSOCIATE CASUAL	6	1	1	0	0	0	0	0	0	2
		5	3	0	1	1	0	0	0	
LIBRARY SPECIALIST	2	0	0	0	0	0	0	0	0	0
		2	2	0	0	0	0	0	0	
LIBRARY SPECIALIST .75	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	1	0	
METER READER SUPERVISOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
PERMIT TECHNICIAN	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
PROBATION OFFICER	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
RECREATION LEADER	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
RECREATION LEADER CASUAL	5	3	2	0	1	0	0	0	0	1
		2	2	0	0	0	0	0	0	
SR LIBRARY SPECIALIST	3	1	1	0	0	0	0	0	0	0
		2	2	0	0	0	0	0	0	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

5 - PARA-PROFESS										
EEO: Administrative Support Workers										
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
SR LIBRARY SPECIALIST .75	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
SR PERMIT TECHNICIAN	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
SR POWER SYSTEM OPERATOR	7	6	3	0	2	0	0	1	0	4
		1	0	0	1	0	0	0	0	
SR RECREATION LEADER	1	1	0	0	0	0	0	0	1	1
		0	0	0	0	0	0	0	0	
SR RECREATION LEADER CASUAL	2	0	0	0	0	0	0	0	0	0
		2	2	0	0	0	0	0	0	
Summary of 5 - PARA-PROFESS	43	15	8	0	5	0	0	1	1	19
		28	16	0	6	1	0	1	4	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

6 - ADMIN SUPPORT										
EEO: Craft Workers										
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ANIMAL SHELTER MANAGER	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
AQUATICS COORDINATOR	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
ASST PUBLIC INFO OFFICER	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
BUYER	2	1	1	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
CASE COORDINATION SPECIALIST	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
COURT ADMINISTRATOR	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
CUSTOMER SERVICE ASSOC 2	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
DEPUTY CLERK	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
DISPATCH SHIFT SUPERVISOR	2	1	0	0	1	0	0	0	0	2
		1	0	0	1	0	0	0	0	
ELECTION WORKER	123	42	38	0	0	0	0	0	4	13
		81	72	0	5	1	0	0	3	
EXECUTIVE ASSISTANT	2	0	0	0	0	0	0	0	0	2
		2	0	0	2	0	0	0	0	
OFFICE MANAGER	2	0	0	0	0	0	0	0	0	2
		2	0	0	1	0	0	0	1	

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

6 - ADMIN SUPPORT

EEO: Craft Workers

Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
OFFICE SPECIALIST	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
P-CARD ADMIN	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
RECREATION CUST SERVICE ASSOC	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
RECREATION CUST SRV ASSOC .5	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
RECREATION CUST SRV ASSOC CAS	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
RIM SPECIALIST	2	1	0	0	1	0	0	0	0	2
		1	0	0	0	0	0	0	1	
SR BILLING AND SERVICE SPEC	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
SR BUYER	2	0	0	0	0	0	0	0	0	2
		2	0	0	1	1	0	0	0	
SR COURT CLERK	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
SR LEGAL ASSISTANT	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
SR OFFICE SPECIALIST	16	0	0	0	0	0	0	0	0	15
		16	1	0	11	1	0	0	3	
SR SUPPLY SPECIALIST	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

6 - ADMIN SUPPORT										
EEO: Craft Workers										
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
STUDENT - CASUAL	26	11	8	0	2	1	0	0	0	12
		15	6	2	2	2	0	0	3	
SUPPLY SPECIALIST	2	2	1	0	0	0	0	1	0	1
		0	0	0	0	0	0	0	0	
VICTIM ASSISTANT	1	0	0	0	0	0	0	0	0	0
		1	1	0	0	0	0	0	0	
Summary of 6 - ADMIN SUPPORT	196	61	49	0	6	1	0	1	4	60
		135	87	2	27	5	0	0	14	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

7 - SKILLED CRAFT		EEO: Operatives								
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
CONSTRUCTION SPECIALIST	1	1	0	0	0	0	0	1	0	1
		0	0	0	0	0	0	0	0	
ELECTRICAL JOURNEYMAN	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
EQUIPMENT OPERATOR	4	4	0	0	4	0	0	0	0	4
		0	0	0	0	0	0	0	0	
FLEET MECHANIC 1	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
FLEET MECHANIC 2	5	5	2	0	2	0	0	1	0	3
		0	0	0	0	0	0	0	0	
FLEET SHOP FOREMAN	2	2	1	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
FLEET SUPERVISOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
GOLF COURSE MAINT MECHANIC	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
GWS APPRENTICE 1	4	4	0	0	3	0	0	0	1	4
		0	0	0	0	0	0	0	0	
GWS APPRENTICE 2	4	4	0	1	3	0	0	0	0	4
		0	0	0	0	0	0	0	0	
GWS SR PIPEFITTER	2	2	0	0	2	0	0	0	0	2
		0	0	0	0	0	0	0	0	
JOURNEYMAN LINEMAN	6	6	0	0	5	0	0	0	1	6
		0	0	0	0	0	0	0	0	

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

7 - SKILLED CRAFT		EEO: Operatives								
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
LEAD EQUIPMENT OPERATOR	4	4	0	0	3	0	0	0	1	4
		0	0	0	0	0	0	0	0	
LINEMAN SUPERVISOR	3	3	0	0	3	0	0	0	0	3
		0	0	0	0	0	0	0	0	
SIGN/MARKING TECHNICIAN 2	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
SIGN/MARKING TECHNICIAN 3	3	3	0	0	3	0	0	0	0	3
		0	0	0	0	0	0	0	0	
SR EQUIPMENT OPERATOR	9	9	0	0	6	0	0	1	2	9
		0	0	0	0	0	0	0	0	
SR H-E MAINTENANCE TECHNICIAN	2	2	2	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
SR WATER SYSTEMS OPERATOR	2	2	1	0	0	0	0	1	0	1
		0	0	0	0	0	0	0	0	
TRAFFIC ELECTRICIAN 1	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
WATER SYSTEM ELECTRICAL TECH	2	2	0	0	1	0	0	1	0	2
		0	0	0	0	0	0	0	0	
WATER SYSTEMS APPRENTICE 1	1	1	0	0	0	0	0	0	1	1
		0	0	0	0	0	0	0	0	
WATER SYSTEMS APPRENTICE 2	2	2	1	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
WATER SYSTEMS OPERATOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

EEO: Operatives										
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
WATER SYSTEMS SUPERVISOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
WWTP OPERATOR	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
WWTP SUPERVISOR	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
Summary of 7 - SKILLED CRAFT	66	66	11	1	43	0	0	5	6	55
		0	0	0	0	0	0	0	0	

Job Group Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

8 - SERV/MAINT

EEO: Laborers and Helpers

Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
ADMINISTRATIVE SCALE OPERATOR	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
AQUATICS MAINT SPECIALIST	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
ASST PARKS SUPERINTENDENT	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
CUSTODIAN	13	5	1	0	1	0	0	1	2	11
		8	1	0	6	0	0	0	1	
GOLF/ICE MAINT ASST SUPRTNDNT	1	0	0	0	0	0	0	0	0	1
		1	0	0	1	0	0	0	0	
GWS PIPEFITTER	1	1	0	0	1	0	0	0	0	1
		0	0	0	0	0	0	0	0	
GWS/WWTP/WP TRAINEE	9	9	1	0	6	0	0	0	2	8
		0	0	0	0	0	0	0	0	
LABORER CASUAL	6	6	3	0	2	0	0	0	1	3
		0	0	0	0	0	0	0	0	
LEAD CUSTODIAN	2	2	0	0	1	0	0	0	1	2
		0	0	0	0	0	0	0	0	
LIFEGUARD	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
LIFEGUARD - .75	1	0	0	0	0	0	0	0	0	1
		1	0	0	0	0	0	0	1	
LIFEGUARD - CASUAL	12	4	2	0	0	1	0	0	1	2
		8	8	0	0	0	0	0	0	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

8 - SERV/MAINT										
EEO: Laborers and Helpers										
Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
OPEN SPACE SPECIALIST	1	1	1	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	
PARKS MAINT CONSTR SPEC 1	1	1	0	0	0	0	0	1	0	1
		0	0	0	0	0	0	0	0	
PARKS MAINT CONSTR SPEC 2	8	7	2	0	3	0	0	2	0	6
		1	0	0	0	0	0	1	0	
PARKS MAINT CONSTR SPEC 3	3	3	0	0	3	0	0	0	0	3
		0	0	0	0	0	0	0	0	
SR LIFEGUARD	3	2	1	0	0	0	0	0	1	2
		1	0	0	0	0	0	1	0	
TRANSIT CUST SRVCE REP/DISP	2	1	0	0	1	0	0	0	0	1
		1	1	0	0	0	0	0	0	
TRANSIT OPERATOR - LEAD	3	3	1	0	0	0	0	1	1	2
		0	0	0	0	0	0	0	0	
TRANSIT OPERATOR 1	3	3	1	1	0	0	0	1	0	2
		0	0	0	0	0	0	0	0	
TRANSIT OPERATOR 2	7	5	1	0	3	0	0	1	0	5
		2	1	0	1	0	0	0	0	
TRANSIT SUPERVISOR	2	2	0	1	1	0	0	0	0	2
		0	0	0	0	0	0	0	0	
Summary of 8 - SERV/MAINT	82	58	16	2	23	1	0	7	9	55
		24	11	0	9	0	0	2	2	

Job Group Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

Title	Total	Male Female	White	Black	Hispanic	Asian	Native Hawaiian	Indian	Two or More	Minority
Summary	768	480	209	7	201	3	0	18	42	402
		288	157	3	82	11	0	5	30	

Availability Analysis

Contractors and covered Federal subcontractors, after aggregating individual jobs into job groups, are then required to determine the availability of women and minorities for those job groups. 41 C.F.R. § 60-2.14. “Availability” is a percentage estimate of the women and minorities who have the skills required to perform the jobs within the job groups. To determine the availability percentages, contractors are required to consider two factors: 1) factors reflecting the availability outside the contractor’s workforce (such as people in the immediate labor area or reasonable recruitment area); and, 2) factors affecting the availability inside the contractor’s own workforce (such as people who are qualified and available by transfer, promotion, or training). Contractors typically rely on the most current U.S. Census data to develop their external availability factors, and on their own workforce numbers to develop their internal availability factors. Both external and internal factors must be considered, but contractors may “weight” each of the two factors according to each factor’s relevance to the job group in question. Such weighting is included in the following availability statistics for each job group.

After a contractor has formulated job groups and determined the minority and female availability percentages for each job group, it must then compare the actual utilization of minorities and women in each job group with their estimated availability, and identify those job groups where the percentage of women and/or minorities employed is less than would reasonably be expected given their availability. 41 C.F.R. § 60-2.15.

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

1 - OFFICIALS/ADM

Factor	Description	<u>Raw Statistics</u>			<u>Weighted Factor</u>		Source of Statistics	Reason for Weighting
		Minority	Female	Weight	Minority	Female		
1	The percentage of minorities or women with requisite skills in the RRA. The RRA is defined as the geographical area from which the contractor usually seeks or reasonably could seek workers to fill the positions in question.	41	33	87	36	29	2018 Census EEO Special File for appropriate Occupational Titles. See supporting documents.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
2	The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. Trainable refers to those employees that, with reasonably provided training, become qualified during the AAP year.	56	41	13	7	5	Incumbent work force for those Job Groups that constitute "feeders" to this Job Group.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
Job Group Size: 97		100						
		Final Availability (%)			43	34		

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

1 - OFFICIALS/ADM				
Factor 1: External Availability				
External Availability from the RRA				
Census Areas for RRA		Value		
	Los Alamos+Rio Arriba+Taos	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
0010	Top executives	24	43	26
0101	Administrative services and facilities managers	67	28	1
0110	Computer and information systems managers	0	31	1
0120	Financial managers	62	97	2
0136	Human resources managers	20	100	3
0137	Training and development managers	100	100	1
0150	Purchasing managers	84	68	2
0160	Transportation, storage, and distribution managers	13	13	1
0220	Construction managers	73	40	2
0230	Education and childcare administrators	68	89	1
0420	Social and community service managers	63	76	1
0440	Other managers	47	45	27
0750	Business operations specialists, all other	50	83	1
0810	Other financial specialists	43	38	1
1430	Industrial engineers, including health and safety	30	40	1

RRA = Reasonable Recruitment Area

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

1 - OFFICIALS/ADM						
Factor 1: External Availability						
1530 Other engineers			35	21	2	
2100 Lawyers, judges, and related workers			7	43	4	
3700 First-line supervisors of law enforcement workers			95	0	2	
3720 First-line supervisors of firefighting and prevention worker			0	0	11	
3870 Police officers			65	13	1	
5200 Information and record clerks, except customer service repre			67	79	1	
6200 First-line supervisors of construction trades and extraction			64	0	3	
6660 Construction and building inspectors			100	0	1	
	Sandoval	1	Raw Statistics (%)			
	Census Codes used for RRA		Minority	Female	Value	
0010 Top executives			36	26	26	
0101 Administrative services and facilities managers			100	0	1	
0110 Computer and information systems managers			46	44	1	
0120 Financial managers			58	66	2	
0136 Human resources managers			70	48	3	
0137 Training and development managers			0	67	1	
0150 Purchasing managers			84	63	2	
0160 Transportation, storage, and distribution managers			0	0	1	
0220 Construction managers			49	1	2	

RRA = Reasonable Recruitment Area

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

1 - OFFICIALS/ADM				
Factor 1: External Availability				
0230 Education and childcare administrators	44	70	1	
0420 Social and community service managers	25	65	1	
0425 Emergency management directors	0	0	2	
0440 Other managers	37	32	27	
0540 Claims adjusters, appraisers, examiners, and investigators	62	19	2	
0750 Business operations specialists, all other	70	50	1	
0810 Other financial specialists	52	45	1	
1430 Industrial engineers, including health and safety	11	0	1	
1530 Other engineers	32	26	2	
2100 Lawyers, judges, and related workers	34	48	4	
3700 First-line supervisors of law enforcement workers	89	0	2	
3720 First-line supervisors of firefighting and prevention worker	20	0	11	
3870 Police officers	64	5	1	
5200 Information and record clerks, except customer service repre	57	72	1	
6200 First-line supervisors of construction trades and extraction	62	3	3	
6660 Construction and building inspectors	16	0	1	
Santa Fe		1	Raw Statistics (%)	
Census Codes used for RRA				
		Minority	Female	Value
0010 Top executives		39	36	26

RRA = Reasonable Recruitment Area

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

1 - OFFICIALS/ADM

Factor 1: External Availability

0101 Administrative services and facilities managers	28	71	1
0110 Computer and information systems managers	65	37	1
0120 Financial managers	57	67	2
0136 Human resources managers	74	64	3
0137 Training and development managers	4	4	1
0150 Purchasing managers	27	78	2
0160 Transportation, storage, and distribution managers	80	64	1
0220 Construction managers	48	3	2
0230 Education and childcare administrators	48	50	1
0420 Social and community service managers	22	79	1
0425 Emergency management directors	0	0	2
0440 Other managers	42	42	27
0540 Claims adjusters, appraisers, examiners, and investigators	54	43	2
0750 Business operations specialists, all other	27	71	1
0810 Other financial specialists	34	46	1
1430 Industrial engineers, including health and safety	60	8	1
1530 Other engineers	33	3	2
2100 Lawyers, judges, and related workers	30	46	4
3700 First-line supervisors of law enforcement workers	97	29	2

RRA = Reasonable Recruitment Area

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

1 - OFFICIALS/ADM					
Factor 1: External Availability					
3720 First-line supervisors of firefighting and prevention worker	63	0	11		
3870 Police officers	66	7	1		
5200 Information and record clerks, except customer service repre	61	86	1		
6200 First-line supervisors of construction trades and extraction	71	1	3		
6660 Construction and building inspectors	65	9	1		
<div>Raw Statistics (%)</div> <div>MinorityFemaleValueWeighted Factor (%)MinorityFemale</div>					
Final Statistics for External Availability	41	33	87	36	29
Factor 2: Internal Availability					
Source Description	<div>Raw Statistics (%)</div> <div>MinorityFemaleValue</div>				
1 - OFFICIALS/ADM	52	35	1		
2 - PROFESSIONALS	59	44	2		
<div>Raw Statistics (%)</div> <div>MinorityFemaleValueWeighted Factor (%)MinorityFemale</div>					
Final Statistics for Internal Availability	56	41	13	7	5

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS

Factor	Description	<u>Raw Statistics</u>			<u>Weighted Factor</u>		Source of Statistics	Reason for Weighting
		Minority	Female	Weight	Minority	Female		
1	The percentage of minorities or women with requisite skills in the RRA. The RRA is defined as the geographical area from which the contractor usually seeks or reasonably could seek workers to fill the positions in question.	38	32	97	37	31	2018 Census EEO Special File for appropriate Occupational Titles. See supporting documents.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
2	The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. Trainable refers to those employees that, with reasonably provided training, become qualified during the AAP year.	59	44	3	2	1	Incumbent work force for those Job Groups that constitute "feeders" to this Job Group.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
Job Group Size: 138		100						
		Final Availability (%)			39	32		

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS				
Factor 1: External Availability				
External Availability from the RRA				
Census Areas for RRA		Value		
	Los Alamos+Rio Arriba+Taos	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
0010	Top executives	24	43	12
0040	Advertising, marketing, promotions, public relations, and sa	35	30	1
0110	Computer and information systems managers	0	31	1
0120	Financial managers	62	97	1
0220	Construction managers	73	40	11
0300	Architectural and engineering managers	21	0	1
0440	Other managers	47	45	3
0630	Human resources workers	25	63	5
0710	Management analysts	21	44	14
0735	Market research analysts and marketing specialists	0	0	2
0750	Business operations specialists, all other	50	83	6
0810	Other financial specialists	43	38	3
0820	Budget analysts	57	43	4
0845	Financial and investment analysts	56	100	1
1005	Computer and information research scientists and analysts	41	29	5

RRA = Reasonable Recruitment Area

Availability Analysis

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Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS				
Factor 1: External Availability				
1010 Software and web developers, programmers, and testers	51	57	3	
1065 Database and network administrators and architects	63	46	3	
1530 Other engineers	35	21	11	
1745 Environmental scientists and geoscientists	20	0	2	
2100 Lawyers, judges, and related workers	7	43	2	
2145 Legal support workers	99	100	1	
2400 Librarians, curators, and archivists	45	100	8	
2805 Other media and communication workers	14	86	3	
3700 First-line supervisors of law enforcement workers	95	0	3	
3720 First-line supervisors of firefighting and prevention worker	0	0	29	
3870 Police officers	65	13	2	
3900 Other protective service workers	60	5	2	
4340 Other personal care and service workers	81	70	1	
5200 Information and record clerks, except customer service repre	67	79	3	
5500 Material recording, scheduling, dispatching, and distributin	69	55	2	
5810 Other office and administrative support workers	84	69	1	
6200 First-line supervisors of construction trades and extraction	64	0	1	
Sandoval		1	Raw Statistics (%)	
Census Codes used for RRA				
	Minority	Female	Value	

RRA = Reasonable Recruitment Area

Availability Analysis

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Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS

Factor 1: External Availability

0010 Top executives	36	26	12	
0040 Advertising, marketing, promotions, public relations, and sa	27	39	1	
0110 Computer and information systems managers	46	44	1	
0120 Financial managers	58	66	1	
0220 Construction managers	49	1	11	
0300 Architectural and engineering managers	0	0	1	
0425 Emergency management directors	0	0	10	
0440 Other managers	37	32	3	
0630 Human resources workers	72	62	5	
0710 Management analysts	28	52	14	
0735 Market research analysts and marketing specialists	13	13	2	
0750 Business operations specialists, all other	70	50	6	
0810 Other financial specialists	52	45	3	
0820 Budget analysts	60	67	4	
0845 Financial and investment analysts	10	0	1	
1005 Computer and information research scientists and analysts	40	22	5	
1010 Software and web developers, programmers, and testers	56	25	3	
1065 Database and network administrators and architects	34	21	3	
1530 Other engineers	32	26	11	

RRA = Reasonable Recruitment Area

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Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS				
Factor 1: External Availability				
1745 Environmental scientists and geoscientists	0	13	2	
2100 Lawyers, judges, and related workers	34	48	2	
2145 Legal support workers	37	88	1	
2400 Librarians, curators, and archivists	43	100	8	
2805 Other media and communication workers	17	65	3	
3700 First-line supervisors of law enforcement workers	89	0	3	
3720 First-line supervisors of firefighting and prevention worker	20	0	29	
3870 Police officers	64	5	2	
3900 Other protective service workers	23	11	2	
4340 Other personal care and service workers	61	54	1	
5200 Information and record clerks, except customer service repre	57	72	3	
5500 Material recording, scheduling, dispatching, and distributin	49	43	2	
5810 Other office and administrative support workers	57	67	1	
6200 First-line supervisors of construction trades and extraction	62	3	1	
Santa Fe	1	Raw Statistics (%)		
		Minority	Female	Value
0010 Top executives		39	36	12
0040 Advertising, marketing, promotions, public relations, and sa		36	57	1
0110 Computer and information systems managers		65	37	1

RRA = Reasonable Recruitment Area

Availability Analysis

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Los Alamos County
Los Alamos County, NM

2 - PROFESSIONALS

Factor 1: External Availability

0120 Financial managers	57	67	1
0220 Construction managers	48	3	11
0300 Architectural and engineering managers	13	13	1
0425 Emergency management directors	0	0	10
0440 Other managers	42	42	3
0630 Human resources workers	63	67	5
0710 Management analysts	22	47	14
0735 Market research analysts and marketing specialists	5	69	2
0750 Business operations specialists, all other	27	71	6
0810 Other financial specialists	34	46	3
0820 Budget analysts	89	100	4
0845 Financial and investment analysts	24	41	1
1005 Computer and information research scientists and analysts	35	38	5
1010 Software and web developers, programmers, and testers	27	27	3
1065 Database and network administrators and architects	59	15	3
1530 Other engineers	33	3	11
1745 Environmental scientists and geoscientists	5	24	2
2100 Lawyers, judges, and related workers	30	46	2
2145 Legal support workers	42	84	1

RRA = Reasonable Recruitment Area

Availability Analysis

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Los Alamos County
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2 - PROFESSIONALS					
Factor 1: External Availability					
2400 Librarians, curators, and archivists	32	66	8		
2805 Other media and communication workers	38	54	3		
3700 First-line supervisors of law enforcement workers	97	29	3		
3720 First-line supervisors of firefighting and prevention worker	63	0	29		
3870 Police officers	66	7	2		
3900 Other protective service workers	89	11	2		
4340 Other personal care and service workers	55	55	1		
5200 Information and record clerks, except customer service repre	61	86	3		
5500 Material recording, scheduling, dispatching, and distributin	73	34	2		
5810 Other office and administrative support workers	66	75	1		
6200 First-line supervisors of construction trades and extraction	71	1	1		
<div><div>Raw Statistics (%)</div><div>MinorityFemaleValue</div><div>Weighted Factor (%)</div><div>MinorityFemale</div></div>					
Final Statistics for External Availability	38	32	97	37	31
Factor 2: Internal Availability					
<div><div>Raw Statistics (%)</div><div>Source DescriptionMinorityFemaleValue</div></div>					
2 - PROFESSIONALS	59	44	1		

Availability Analysis

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Los Alamos County, NM

2 - PROFESSIONALS					
	Raw Statistics (%)			Weighted Factor (%)	
	Minority	Female	Value	Minority	Female
Final Statistics for Internal Availability	59	44	3	2	1

Availability Analysis

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Los Alamos County
Los Alamos County, NM

3 - TECHNICIANS

Factor	Description	<u>Raw Statistics</u>			<u>Weighted Factor</u>		Source of Statistics	Reason for Weighting
		Minority	Female	Weight	Minority	Female		
1	The percentage of minorities or women with requisite skills in the RRA. The RRA is defined as the geographical area from which the contractor usually seeks or reasonably could seek workers to fill the positions in question.	60	23	100	60	23	2018 Census EEO Special File for appropriate Occupational Titles. See supporting documents.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
2	The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. Trainable refers to those employees that, with reasonably provided training, become qualified during the AAP year.	0	0	0	0	0	Incumbent work force for those Job Groups that constitute "feeders" to this Job Group.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
Job Group Size: 15		100						
		Final Availability (%)			60	23		

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Los Alamos County
Los Alamos County, NM

3 - TECHNICIANS				
Factor 1: External Availability				
External Availability from the RRA				
Census Areas for RRA		Value		
	Los Alamos+Rio Arriba+Taos	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
	0750 Business operations specialists, all other		50	83
	1050 Other computer occupations		39	34
	1530 Other engineers		35	21
	1541 Drafters, engineering technicians, and mapping technicians		53	21
	1900 Life, physical, and social science technicians		54	46
	3700 First-line supervisors of law enforcement workers		95	0
	3900 Other protective service workers		60	5
	Sandoval	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
	0750 Business operations specialists, all other		70	50
	1050 Other computer occupations		39	49
	1530 Other engineers		32	26
	1541 Drafters, engineering technicians, and mapping technicians		37	5
	1900 Life, physical, and social science technicians		66	29
	3700 First-line supervisors of law enforcement workers		89	0

RRA = Reasonable Recruitment Area

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Los Alamos County
Los Alamos County, NM

3 - TECHNICIANS					
Factor 1: External Availability					
3900 Other protective service workers		23	11	1	
	Santa Fe	1	Raw Statistics (%)		
	Census Codes used for RRA		Minority	Female	Value
0750 Business operations specialists, all other		27	71	1	
1050 Other computer occupations		48	25	4	
1530 Other engineers		33	3	4	
1541 Drafters, engineering technicians, and mapping technicians		58	22	1	
1900 Life, physical, and social science technicians		68	50	2	
3700 First-line supervisors of law enforcement workers		97	29	6	
3900 Other protective service workers		89	11	1	
Raw Statistics (%)					
		Minority	Female	Value	Weighted Factor (%)
					Minority Female
Final Statistics for External Availability		60	23	100	60 23

RRA = Reasonable Recruitment Area

Availability Analysis

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Los Alamos County
Los Alamos County, NM

4 - PROTECT/SERV

Factor	Description	<u>Raw Statistics</u>			<u>Weighted Factor</u>		Source of Statistics	Reason for Weighting
		Minority	Female	Weight	Minority	Female		
1	The percentage of minorities or women with requisite skills in the RRA. The RRA is defined as the geographical area from which the contractor usually seeks or reasonably could seek workers to fill the positions in question.	64	15	68	44	10	2018 Census EEO Special File for appropriate Occupational Titles. See supporting documents.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
2	The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. Trainable refers to those employees that, with reasonably provided training, become qualified during the AAP year.	58	4	32	19	1	Incumbent work force for those Job Groups that constitute "feeders" to this Job Group.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
Job Group Size: 131		100						
		Final Availability (%)			62	12		

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Los Alamos County
Los Alamos County, NM

4 - PROTECT/SERV				
Factor 1: External Availability				
External Availability from the RRA				
Census Areas for RRA		Value		
	Los Alamos+Rio Arriba+Taos	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
	0750 Business operations specialists, all other		50	83
	2015 Probation officers and correctional treatment specialists		100	100
	3740 Firefighting and prevention workers		74	9
	3870 Police officers		65	13
	3900 Other protective service workers		60	5
	Sandoval	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
	0750 Business operations specialists, all other		70	50
	2015 Probation officers and correctional treatment specialists		100	78
	3740 Firefighting and prevention workers		25	1
	3870 Police officers		64	5
	3900 Other protective service workers		23	11
	Santa Fe	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
	0750 Business operations specialists, all other		27	71

RRA = Reasonable Recruitment Area

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Los Alamos County
Los Alamos County, NM

4 - PROTECT/SERV					
Factor 1: External Availability					
2015 Probation officers and correctional treatment specialists	44	82	15		
3740 Firefighting and prevention workers	88	13	120		
3870 Police officers	66	7	23		
3900 Other protective service workers	89	11	1		
Raw Statistics (%)					
	Minority	Female	Value	Weighted Factor (%)	
				Minority	Female
Final Statistics for External Availability	64	15	68	44	10
Factor 2: Internal Availability					
Raw Statistics (%)					
Source Description	Minority	Female	Value		
4 - PROTECT/SERV	58	4	23		
Raw Statistics (%)					
	Minority	Female	Value	Weighted Factor (%)	
				Minority	Female
Final Statistics for Internal Availability	58	4	32	19	1

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Los Alamos County
Los Alamos County, NM

5 - PARA-PROFESS

Factor	Description	<u>Raw Statistics</u>			<u>Weighted Factor</u>		Source of Statistics	Reason for Weighting
		Minority	Female	Weight	Minority	Female		
1	The percentage of minorities or women with requisite skills in the RRA. The RRA is defined as the geographical area from which the contractor usually seeks or reasonably could seek workers to fill the positions in question.	49	66	95	47	63	2018 Census EEO Special File for appropriate Occupational Titles. See supporting documents.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
2	The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. Trainable refers to those employees that, with reasonably provided training, become qualified during the AAP year.	44	65	5	2	3	Incumbent work force for those Job Groups that constitute "feeders" to this Job Group.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
Job Group Size: 43		100						
		Final Availability (%)			49	66		

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Los Alamos County
Los Alamos County, NM

5 - PARA-PROFESS				
Factor 1: External Availability				
External Availability from the RRA				
Census Areas for RRA		Value		
	Los Alamos+Rio Arriba+Taos	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
0565 Compliance officers			40	42
1430 Industrial engineers, including health and safety			30	40
1530 Other engineers			35	21
2015 Probation officers and correctional treatment specialists			100	100
2400 Librarians, curators, and archivists			45	100
4340 Other personal care and service workers			81	70
5200 Information and record clerks, except customer service repre			67	79
5810 Other office and administrative support workers			84	69
6200 First-line supervisors of construction trades and extraction			64	0
Sandoval		1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
0565 Compliance officers			72	14
1430 Industrial engineers, including health and safety			11	0
1530 Other engineers			32	26
2015 Probation officers and correctional treatment specialists			100	78

RRA = Reasonable Recruitment Area

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Los Alamos County
Los Alamos County, NM

5 - PARA-PROFESS					
Factor 1: External Availability					
2400 Librarians, curators, and archivists		43	100	25	
4340 Other personal care and service workers		61	54	14	
5200 Information and record clerks, except customer service repre		57	72	1	
5810 Other office and administrative support workers		57	67	3	
6200 First-line supervisors of construction trades and extraction		62	3	1	
	Santa Fe	1	Raw Statistics (%)		
	Census Codes used for RRA		Minority	Female	Value
0565 Compliance officers		46	78	2	
1430 Industrial engineers, including health and safety		60	8	1	
1530 Other engineers		33	3	7	
2015 Probation officers and correctional treatment specialists		44	82	1	
2400 Librarians, curators, and archivists		32	66	25	
4340 Other personal care and service workers		55	55	14	
5200 Information and record clerks, except customer service repre		61	86	1	
5810 Other office and administrative support workers		66	75	3	
6200 First-line supervisors of construction trades and extraction		71	1	1	
Raw Statistics (%)			Weighted Factor (%)		
			Minority	Female	Value
Final Statistics for External Availability			49	66	95
			47	63	

RRA = Reasonable Recruitment Area

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5 - PARA-PROFESS					
Factor 2: Internal Availability					
Source Description	Raw Statistics (%)				
	Minority	Female	Value		
5 - PARA-PROFESS	44	65	3		
	Raw Statistics (%)			Weighted Factor (%)	
	Minority	Female	Value	Minority	Female
Final Statistics for Internal Availability	44	65	5	2	3

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6 - ADMIN SUPPORT

Factor	Description	<u>Raw Statistics</u>			<u>Weighted Factor</u>		Source of Statistics	Reason for Weighting
		Minority	Female	Weight	Minority	Female		
1	The percentage of minorities or women with requisite skills in the RRA. The RRA is defined as the geographical area from which the contractor usually seeks or reasonably could seek workers to fill the positions in question.	68	69	93	63	64	2018 Census EEO Special File for appropriate Occupational Titles. See supporting documents.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
2	The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. Trainable refers to those employees that, with reasonably provided training, become qualified during the AAP year.	31	69	7	2	5	Incumbent work force for those Job Groups that constitute "feeders" to this Job Group.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
Job Group Size: 196		100						
		Final Availability (%)			65	69		

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6 - ADMIN SUPPORT				
Factor 1: External Availability				
External Availability from the RRA				
Census Areas for RRA		Value		
	Los Alamos+Rio Arriba+Taos	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
	0520 Wholesale and retail buyers, except farm products		71	0
	1050 Other computer occupations		39	34
	2100 Lawyers, judges, and related workers		7	43
	2145 Legal support workers		99	100
	4340 Other personal care and service workers		81	70
	5000 First-line supervisors of office and administrative support		72	58
	5100 Financial clerks, except bookkeeping, accounting, and auditing		62	66
	5200 Information and record clerks, except customer service representatives		67	79
	5240 Customer service representatives		76	34
	5500 Material recording, scheduling, dispatching, and distributing		69	55
	5710 Secretaries and administrative assistants		67	92
	5810 Other office and administrative support workers		84	69
	9610 Laborers and Material Movers		84	42
				213
				3
	Sandoval	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value

RRA = Reasonable Recruitment Area

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Los Alamos County
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6 - ADMIN SUPPORT				
Factor 1: External Availability				
0520 Wholesale and retail buyers, except farm products	86	67	4	
1050 Other computer occupations	39	49	2	
2100 Lawyers, judges, and related workers	34	48	4	
2145 Legal support workers	37	88	1	
4340 Other personal care and service workers	61	54	1	
5000 First-line supervisors of office and administrative support	35	67	2	
5100 Financial clerks, except bookkeeping, accounting, and auditing	43	88	4	
5200 Information and record clerks, except customer service representatives	57	72	5	
5240 Customer service representatives	65	64	5	
5500 Material recording, scheduling, dispatching, and distributing	49	43	2	
5710 Secretaries and administrative assistants	58	97	2	
5810 Other office and administrative support workers	57	67	213	
9610 Laborers and Material Movers	61	25	3	
	Santa Fe	1	Raw Statistics (%)	
	Census Codes used for RRA		Minority	Female
0520 Wholesale and retail buyers, except farm products			65	41
1050 Other computer occupations			48	25
2100 Lawyers, judges, and related workers			30	46
2145 Legal support workers			42	84

RRA = Reasonable Recruitment Area

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6 - ADMIN SUPPORT					
Factor 1: External Availability					
4340 Other personal care and service workers	55	55	1		
5000 First-line supervisors of office and administrative support	70	77	2		
5100 Financial clerks, except bookkeeping, accounting, and auditing	69	86	4		
5200 Information and record clerks, except customer service representatives	61	86	5		
5240 Customer service representatives	63	77	5		
5500 Material recording, scheduling, dispatching, and distributing	73	34	2		
5710 Secretaries and administrative assistants	65	93	2		
5810 Other office and administrative support workers	66	75	213		
9610 Laborers and Material Movers	80	24	3		
<div>Raw Statistics (%)</div> <div>MinorityFemaleValue</div> <div>Weighted Factor (%)</div> <div>MinorityFemale</div>					
Final Statistics for External Availability	68	69	93	63	64
Factor 2: Internal Availability					
<div>Raw Statistics (%)</div> <div>Source DescriptionMinorityFemaleValue</div>					
6 - ADMIN SUPPORT	31	69	11		
<div>Raw Statistics (%)</div> <div>MinorityFemaleValue</div> <div>Weighted Factor (%)</div> <div>MinorityFemale</div>					
Final Statistics for Internal Availability	31	69	7	2	5

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Los Alamos County, NM

7 - SKILLED CRAFT

Factor	Description	<u>Raw Statistics</u>			<u>Weighted Factor</u>		Source of Statistics	Reason for Weighting
		Minority	Female	Weight	Minority	Female		
1	The percentage of minorities or women with requisite skills in the RRA. The RRA is defined as the geographical area from which the contractor usually seeks or reasonably could seek workers to fill the positions in question.	71	11	50	36	6	2018 Census EEO Special File for appropriate Occupational Titles. See supporting documents.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
2	The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. Trainable refers to those employees that, with reasonably provided training, become qualified during the AAP year.	77	11	50	39	6	Incumbent work force for those Job Groups that constitute "feeders" to this Job Group.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
Job Group Size: 66		100						
		Final Availability (%)			74	11		

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7 - SKILLED CRAFT					
Factor 1: External Availability					
External Availability from the RRA					
Census Areas for RRA			Value		
	Los Alamos+Rio Arriba+Taos	1			
	Census Codes used for RRA		Raw Statistics (%)		
			Minority	Female	Value
	0160 Transportation, storage, and distribution managers		13	13	1
	1541 Drafters, engineering technicians, and mapping technicians		53	21	2
	3840 Fish and game wardens and parking enforcement officers		99	0	1
	6200 First-line supervisors of construction trades and extraction		64	0	5
	6260 Construction laborers		73	0	2
	6355 Electricians		97	0	2
	6441 Pipelayers, plumbers, pipefitters, and steamfitters		88	0	5
	6600 Helpers, construction trades		100	0	10
	7010 Other installation, maintenance, and repair workers		79	5	11
	7140 Vehicle and mobile equipment mechanics, installers, and repa		88	5	9
	8600 Plant and system operators		63	4	3
	8640 Other production workers		73	22	21
	9350 Other transportation workers		80	0	4
	Sandoval	1			
	Census Codes used for RRA		Raw Statistics (%)		
			Minority	Female	Value

RRA = Reasonable Recruitment Area

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Los Alamos County
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7 - SKILLED CRAFT				
Factor 1: External Availability				
0160 Transportation, storage, and distribution managers	0	0	1	
1541 Drafters, engineering technicians, and mapping technicians	37	5	2	
3840 Fish and game wardens and parking enforcement officers	27	0	1	
6200 First-line supervisors of construction trades and extraction	62	3	5	
6260 Construction laborers	87	0	2	
6355 Electricians	73	0	2	
6441 Pipelayers, plumbers, pipefitters, and steamfitters	76	0	5	
7010 Other installation, maintenance, and repair workers	41	7	11	
7140 Vehicle and mobile equipment mechanics, installers, and repa	52	1	9	
8600 Plant and system operators	73	27	3	
8640 Other production workers	73	24	21	
9350 Other transportation workers	100	67	4	
	Santa Fe	1	Raw Statistics (%)	
	Census Codes used for RRA		Minority	Female
Value				
0160 Transportation, storage, and distribution managers	80	64	1	
1541 Drafters, engineering technicians, and mapping technicians	58	22	2	
6200 First-line supervisors of construction trades and extraction	71	1	5	
6260 Construction laborers	83	1	2	
6355 Electricians	80	0	2	

RRA = Reasonable Recruitment Area

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7 - SKILLED CRAFT					
Factor 1: External Availability					
6441 Pipelayers, plumbers, pipefitters, and steamfitters	76	0	5		
6600 Helpers, construction trades	100	0	10		
7010 Other installation, maintenance, and repair workers	61	1	11		
7140 Vehicle and mobile equipment mechanics, installers, and repa	78	8	9		
8600 Plant and system operators	67	7	3		
8640 Other production workers	52	28	21		
9350 Other transportation workers	97	12	4		
<div>Raw Statistics (%)</div> <div>MinorityFemaleValueWeighted Factor (%)</div> <div>MinorityFemale</div>					
Final Statistics for External Availability	71	11	50	36	6
Factor 2: Internal Availability					
<div>Raw Statistics (%)</div> <div>Source DescriptionMinorityFemaleValue</div>					
8 - SERV/MAINT	67	29	5		
7 - SKILLED CRAFT	83	0	8		
<div>Raw Statistics (%)</div> <div>MinorityFemaleValueWeighted Factor (%)</div> <div>MinorityFemale</div>					
Final Statistics for Internal Availability	77	11	50	39	6

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8 - SERV/MAINT

Factor	Description	<u>Raw Statistics</u>			<u>Weighted Factor</u>		Source of Statistics	Reason for Weighting
		Minority	Female	Weight	Minority	Female		
1	The percentage of minorities or women with requisite skills in the RRA. The RRA is defined as the geographical area from which the contractor usually seeks or reasonably could seek workers to fill the positions in question.	67	26	89	59	23	2018 Census EEO Special File for appropriate Occupational Titles. See supporting documents.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
2	The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. Trainable refers to those employees that, with reasonably provided training, become qualified during the AAP year.	67	29	11	7	3	Incumbent work force for those Job Groups that constitute "feeders" to this Job Group.	Reasonable recruiting practices and business necessity. Consideration given to past practices and current demands.
Job Group Size: 82		100						
		Final Availability (%)			67	26		

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

8 - SERV/MAINT				
Factor 1: External Availability				
External Availability from the RRA				
Census Areas for RRA		Value		
	Los Alamos+Rio Arriba+Taos	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
1840	Other social scientists and related workers, including urban	20	25	1
3900	Other protective service workers	60	5	26
4200	First-line supervisors of housekeeping and janitorial worker	57	21	2
4220	Building cleaning workers	86	46	16
4251	Grounds maintenance workers	49	3	13
5240	Customer service representatives	76	34	2
5810	Other office and administrative support workers	84	69	1
6200	First-line supervisors of construction trades and extraction	64	0	2
6305	Construction equipment operators	100	0	1
6441	Pipelayers, plumbers, pipefitters, and steamfitters	88	0	13
7010	Other installation, maintenance, and repair workers	79	5	2
8600	Plant and system operators	63	4	2
9121	Bus drivers	61	56	23
9610	Laborers and Material Movers	84	42	10

RRA = Reasonable Recruitment Area

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

8 - SERV/MAINT				
Factor 1: External Availability				
	Sandoval	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
1840 Other social scientists and related workers, including urban			48	60
3900 Other protective service workers			23	11
4200 First-line supervisors of housekeeping and janitorial worker			44	7
4220 Building cleaning workers			74	49
4251 Grounds maintenance workers			53	9
5240 Customer service representatives			65	64
5810 Other office and administrative support workers			57	67
6200 First-line supervisors of construction trades and extraction			62	3
6305 Construction equipment operators			69	0
6441 Pipelayers, plumbers, pipefitters, and steamfitters			76	0
7010 Other installation, maintenance, and repair workers			41	7
8600 Plant and system operators			73	27
9121 Bus drivers			45	35
9610 Laborers and Material Movers			61	25
	Santa Fe	1		
	Census Codes used for RRA		Raw Statistics (%)	
			Minority	Female
				Value
1840 Other social scientists and related workers, including urban			41	38

RRA = Reasonable Recruitment Area

Availability Analysis

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

8 - SERV/MAINT					
Factor 1: External Availability					
3900 Other protective service workers	89	11	26		
4200 First-line supervisors of housekeeping and janitorial worker	75	71	2		
4220 Building cleaning workers	87	64	16		
4251 Grounds maintenance workers	80	3	13		
5240 Customer service representatives	63	77	2		
5810 Other office and administrative support workers	66	75	1		
6200 First-line supervisors of construction trades and extraction	71	1	2		
6305 Construction equipment operators	100	0	1		
6441 Pipelayers, plumbers, pipefitters, and steamfitters	76	0	13		
7010 Other installation, maintenance, and repair workers	61	1	2		
8600 Plant and system operators	67	7	2		
9121 Bus drivers	73	63	23		
9610 Laborers and Material Movers	80	24	10		
<div><div>Raw Statistics (%)</div><div>MinorityFemaleValue</div><div>Weighted Factor (%)</div><div>MinorityFemale</div></div>					
Final Statistics for External Availability	67	26	89	59	23
Factor 2: Internal Availability					
<div><div>Raw Statistics (%)</div><div>Source DescriptionMinorityFemaleValue</div></div>					
8 - SERV/MAINT	67	29	11		

Availability Analysis

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

8 - SERV/MAINT

	Raw Statistics (%)			Weighted Factor (%)	
	Minority	Female	Value	Minority	Female
Final Statistics for Internal Availability	67	29	11	7	3

Placement Goals

Contractors and subcontractors must compare the percentage of minorities and women in each job group with the availability for those job groups as calculated in this AAP. 41 C.F.R. § 60-2.13 to 60.2.15. When the percentage of minorities or women in a job group is less than would be reasonably expected given their availability, contractors are required to establish placement goals, which also serve as reasonably attainable objectives to measure progress toward achieving equal employment opportunity. 41 C.F.R. § 60-2.16.

Contractors may use a number of methods to determine whether their actual employment percentage of minorities and/or females is lower than would reasonably be expected, including the need to set a placement goal when: 1) there is “any difference” between the availability percentage and the employment percentage; 2) actual employment is less than 80 percent of calculated availability (which is the expected representation); or, 3) the difference between the actual and expected employment is statistically significant. Any reasonable method, as long as it is uniformly applied, is acceptable to the OFCCP.

Placement goals are established as a percentage equal to the calculated availability and serve as objectives or targets reasonably attainable by means of applying every good faith effort to make all aspects of the entire affirmative action program work. 41 C.F.R. § 60-2.16. **Although a contractor is required to make good faith efforts to meet its goals, the goals are not allowed under law to be quotas (with the exception of a few circumstances, such as when there is a court order to remedy prior unlawful discrimination.)**

Placement Goals

Plan Date: 05/01/2023

Los Alamos County
Los Alamos County, NM

Job Group	Group Size	Employment (%)		Availability (%)		Placement Goals* Needed		Annual Goal (%)	
		Minority	Female	Minority	Female	Minority	Female	Minority	Female
1 - OFFICIALS/ADM	97	52	35	43	34	No ¹	No ¹		
2 - PROFESSIONALS	138	59	44	39	32	No ¹	No ¹		
3 - TECHNICIANS	15	40	7	60	23	No ²	No ²		
4 - PROTECT/SERV	131	58	4	62	12	No ¹	Yes ¹		12
5 - PARA-PROFESS	43	44	65	49	66	No ¹	No ¹		
6 - ADMIN SUPPORT	196	31	69	65	69	Yes ¹	No ¹	65	
7 - SKILLED CRAFT	66	83	0	74	11	No ¹	Yes ²		11
8 - SERV/MAINT	82	67	29	67	26	No ¹	No ¹		

1 - Two Standard Deviations

2 - Binomial Distribution

*The establishment of a "Placement Goal" does not amount to an admission of impermissible conduct. It is neither a finding of lawful discrimination nor a finding of a lack of a good faith affirmative action efforts. Nor does the establishment of a Placement Goal permit unlawful discrimination. Rather the establishment of a "Placement Goal" is a technical targeting term used exclusively by affirmative action planners who seek to apply good faith efforts to increase in the future the percentage employment of minorities and women in the workforce.

Progress Toward Goals Report

Contractors and subcontractors must maintain its current affirmative action plan (AAP) and documentation of good faith efforts, and must preserve its AAP and documentation of good faith efforts for the immediately preceding AAP year. 41 C.F.R. § 60-1.12 (b).

One of the key components to the effective implementation of an AAP is the acknowledgement of progress toward the goals established in the utilization analysis of the preceding year. As such, this is one of the items requested by OFCCP during a routine compliance evaluation.

To compare progress toward goals, the contractor must measure the employment activity that has occurred during the plan year. The variable here is opportunities which are defined by OFCCP as total placements (hires plus promotions) into the job group.

Progress Toward Goals Report

Los Alamos County

Date Range: May 1, 2022 through April 30, 2023

Los Alamos County, NM

Job Group	Prior Year - 2022			Prior Year Goals (%)		Number of Opportunities (#)			Actual Placement		Goal Met?	
	Total	Minority	Female	Minority	Female	Total	Minority	Female	Minority	Female	Minority	Female
									%	%		
1 - OFFICIALS/ADM	77	32	23	N/A	N/A	0	0	0	--	--	N/A	N/A
2 - PROFESSIONALS	114	62	49	N/A	N/A	0	0	0	--	--	N/A	N/A
3 - TECHNICIANS	15	7	1	N/A	N/A	0	0	0	--	--	N/A	N/A
4 - PROTECT/SERV	135	76	8	N/A	14	0	0	0	--	--	N/A	N
5 - PARA-PROFESS	71	28	49	53	N/A	0	0	0	--	--	N	N/A
6 - ADMIN SUPPORT	186	75	136	64	N/A	0	0	0	--	--	N	N/A
7 - SKILLED CRAFT	87	71	1	N/A	10	0	0	0	--	--	N/A	N
8 - SERV/MAINT	97	68	28	N/A	N/A	0	0	0	--	--	N/A	N/A

**Affirmative Action Program for
Protected Veterans**

Los Alamos County
Los Alamos County, NM

**Affirmative Action Program
For Protected Veterans**

May 1, 2023 through April 30, 2024
Plan Year

CONFIDENTIAL, TRADE SECRET, AND PRIVATE MATERIAL

This Affirmative Action Plan contains confidential, trade secret, commercial, and private information of LAC which is protected from disclosure by the Office of Federal Contract Compliance Programs pursuant to the Trade Secrets Act, 18 U.S.C. § 1905. The release of this information could cause substantial harm to LAC or its employees within the meaning of the Freedom of Information Act ("FOIA"), 5 U.S.C. §§ 552 (b)(3), (4), (6) and (7) and the Trade Secrets Act. FOIA protects information in this document from mandatory disclosure to FOIA requestors. See, e.g., *Chrysler v. Brown*, 441 U.S. 281 (1979). Furthermore, release of any trade secret, confidential statistical or commercial information would be arbitrary and capricious in violation of the Administrative Procedure Act. See, e.g., *CNA Financial Corp. v. Donovan*, 830 F.2d 1132, 1144 (D.C. Cir.), cert. denied, 485 U.S. 977 (1988).

**Los Alamos County
Los Alamos County, NM**

**AFFIRMATIVE ACTION PROGRAM
FOR PROTECTED VETERANS**

**May 1, 2023 through April 30, 2024
Plan Year**

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Introduction

Los Alamos County (LAC) sets forth this affirmative action program (“AAP”) for the year from May 1, 2023 through April 30, 2024, reaffirming its commitment to the spirit and letter of affirmative action law. Through the implementation of this plan LAC continues its efforts to comply with appropriate government regulations and to make the best possible use of personnel while contributing to the betterment of society and the community.

In developing this AAP, LAC recognizes its duty to ensure equal employment opportunity.

Definitions. For the purposes of this AAP, the term “Protected Veteran” shall be defined as follows, according to the VEVRAA regulations:

Active Duty Wartime or Campaign Badge Veteran means a veteran who served on active duty in the U.S. military, ground, naval, or air service during a war or in a campaign or expedition for which a campaign badge has been authorized, under the laws administered by the U. S. Department of Defense.

Armed Forces Service Medal Veteran means any veteran who, while serving on active duty in the U.S. military, ground, naval, or air service, participated in a United States military operation to which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

Disabled Veteran means:

1. A veteran of the U. S. military, ground, naval, or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs, or
2. A person who was discharged or released from active duty because of a service-connected disability.

Protected Veteran means a veteran who is protected under the non-discrimination and affirmative action provisions of VEVRAA; specifically, a veteran who may be classified as a “disabled veteran,” “recently-separated veteran,” “active duty wartime or campaign badge veteran,” and/or an “Armed Forces Service Medal Veteran” as defined by this AAP and VEVRAA.

Recently-Separated Veteran means any veteran during the three-year period beginning on the date of such veteran’s discharge or release from active duty in the U.S. military, ground, naval, or air service.

Pre-JVA veterans are those who would be protected by 41 C.F.R. Part 250 if it were not rescinded, but would not be protected under 41 C.F.R. Part 300, and if LAC is found to still be signatory to any federal contracts signed on or before November 30, 2003 and which have not since been amended, modified and/or extended.

Equal Employment Opportunity Policy Statement

41 C.F.R. § 60-300.44(a)

In setting forth this plan LAC reaffirms its belief and commitment in equal employment opportunity for all employees and applicants for employment in all terms and conditions of employment. Mary C. Tapia, as the EEO Administrator, oversees the plan development, modification, implementation, and reporting requirements and conducts management updates. LAC's top U.S. executive supports LAC's AAP.

LAC provides for an audit and reporting system regarding LAC's affirmative action responsibilities under the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended ("VEVRAA") regulations, and assigns overall responsibility for the implementation of affirmative action responsibilities under these regulations.

LAC recruits, hires, trains and promotes persons in all job titles, and ensures that all personnel actions are administered without regard to protected veteran status; and ensures that all employment actions are based only on valid job requirements. It is LAC's policy not to discriminate because of a person's relationship or association with a protected veteran. This includes spouses and other family members. LAC will safeguard the fair and equitable treatment of protected veteran spouses and family members with regard to all employment actions and prohibit harassment of applicants and employees because of their relationship or association with a protected veteran. LAC's employees and applicants are not subjected to harassment, intimidation, threats, coercion, or discrimination because they have engaged in or may engage in any of the following activities:

1. filing a complaint with LAC or with Federal, state, or local agencies regarding the status covered under this AAP;
2. assisting or participating in any investigation, compliance review, hearing, or any other activity related to the administration of any Federal, State, or local law requiring equal employment opportunity for protected veterans;
3. opposing any act or practice made unlawful by VEVRAA or its implementing regulations, or any other Federal, State or local law requiring equal opportunity for protected veterans; or
4. exercising any other right protected by VEVRAA or its implementing regulations.

LAC's full AAP, absent the data metrics required by 41 CFR § 60-300.44(k), is available for inspection upon request. The method of obtaining a copy of the AAP is listed within the affirmative action policy statement physically posted at LAC's establishment.

Review of Personnel Processes

41 C.F.R. § 300.44(b)

1. LAC ensures its personnel processes provide for careful, thorough, and systematic consideration of the job qualifications of applicants and employees who are known protected veterans for job vacancies filled either by hiring or promotion, and for all training opportunities offered or available.
2. LAC also ensures that when a protected veteran is considered for employment opportunities, LAC relies only on that portion of the individual's military record, including his or her discharge papers, relevant to the requirements of the opportunity in issue.
3. LAC ensures that its personnel processes do not stereotype protected veterans in a manner which limits their access to all jobs for which they are qualified.
4. LAC periodically reviews such processes and makes any necessary modifications to ensure that these obligations are carried out. A description of the review and any necessary modifications to personnel processes or development of new processes is included in this AAP.
5. LAC designs procedures that facilitate a review of the implementation of this requirement by LAC and the Government. The procedures LAC uses are as follows:
 - a. The application or personnel form of each known applicant who is a protected veteran is annotated to identify each vacancy for which the applicant was considered, and the form will be quickly retrievable for review by the Department of Labor and LAC's personnel officials for use in investigations and internal compliance activities.
 - b. Where applicants or employees are selected for hire, promotion, or training and LAC undertakes any accommodation which makes it possible for it to place a disabled veteran on the job, LAC makes a record containing a description of the accommodation. The record is treated as a confidential medical record in accordance with § 60-300.23(d).

Physical and Mental Job Qualifications

41 C.F.R. § 300.23 and 44(c)

1. LAC adheres to a schedule for the periodic review of all physical and mental job qualification standards to ensure that, to the extent qualification standards tend to screen out qualified disabled veterans, they are job-related for the position and are consistent with job necessity.
2. Whenever LAC applies physical or mental qualification standards in the selection of applicants or employees for employment or other change in employment status such as

promotion, demotion or training, to the extent that qualification standards tend to screen out qualified disabled veterans, the standards shall be related to the specific job or jobs for which the individual is being considered and consistent with business necessity. LAC reviews its job descriptions and qualifications to ensure they accurately reflect job duties and responsibilities. The schedule is as follows as job openings become available; as new job qualifications are established; and/or, when new equipment is installed.

3. No pre-employment physical examinations or questionnaires are used by LAC prior to a job offer contingent on such examinations and other requirements.
4. LAC may use as a defense to a violation of its obligations in Paragraph 2 above that an individual poses a direct threat to the health or safety of the individual or others in the workplace.
5. When LAC conducts a medical examination or inquiry of a protected veteran it will do so according to the terms and conditions of the VEVRAA and Section 503 regulations, and the results of such an examination or inquiry are kept confidential according to federal regulations, which includes the following exceptions:
 - a. Supervisors and managers may be informed regarding restrictions on the work or duties of the applicant or employee and necessary accommodations;
 - b. First aid and safety personnel may be informed, when appropriate, if the disability might require emergency treatment; and,
 - c. Government officials engaged in enforcing the laws administered by the OFCCP regarding individuals with disabilities or protected veterans, or enforcing The Americans with Disabilities Act (“ADA”) and The Americans with Disabilities Act Amendment Act of 2008 (“ADAAA”), shall be provided relevant information on request.

Reasonable Accommodation

41 C.F.R. §60-300.44(d)

1. It is LAC's policy as a matter of nondiscrimination to make reasonable accommodation to the known physical and mental limitations of all otherwise qualified disabled veterans unless it can demonstrate that the accommodation would impose an undue hardship on LAC's business, in accordance with the terms and conditions of Section 503 regulations. Undue hardship will be determined by its definition under applicable regulations under Section 503 including, but not limited to the following: Undue hardship means, with respect to the provision of an accommodation, significant difficulty or expense incurred by the contractor, when considered in light of the factors set forth in 41 CFR § 60-300.2 (aa)(2), such as the overall financial resources of the facility and the impact of the accommodation upon the operation of the facility (this is not an all-inclusive list).
2. As a matter of affirmative action, if an employee who is known to be a disabled veteran is having significant difficulty performing his or her job and it is reasonable to conclude that the performance problem may be related to the known disability, LAC confidentially notifies the employee of the performance problem and inquires whether the problem is related to the employee's disability.
3. If the employee responds affirmatively, LAC confidentially inquires whether the employee is in need of a reasonable accommodation.

Anti-Harassment Procedures

41 C.F.R. § 60-300.44(e)

LAC has developed and implemented procedures to ensure its employees are not harassed because of their status as a protected veteran.

External Dissemination of Policy, Outreach, and Positive Recruitment

41 C.F.R. § 300.44(f)

1. LAC sends written notification of its policy related to affirmative action efforts to all subcontractors, including subcontracting vendors and suppliers, requesting appropriate action on their part.
2. LAC undertakes appropriate outreach and positive recruitment activities such as some of those listed below that are reasonably designed to effectively recruit protected veterans. It is not contemplated that LAC will necessarily undertake all the activities listed below or that its activities will be limited to the items listed below. The scope of LAC's efforts shall depend upon all circumstances, including LAC's size and resources and the extent to which existing employment practices are adequate.
 - a. Enlisting the assistance and support of the following persons and organizations in recruiting, and developing on-the-job training opportunities for veterans to fulfill its commitment to provide meaningful employment opportunities for such veterans:
 - i. The Local Veterans' Employment Representative in the local employment service office (i.e. the One-Stop) nearest LAC's establishment;
 - ii. The Department of Veterans Affairs Regional Office nearest LAC's establishment;
 - iii. The veterans' counselors and coordinators ("Vet-Reps") on college campuses;
 - iv. The service officers of the national veterans' groups active in the area of LAC's establishment;
 - v. Local veterans' groups and veterans' service centers near LAC's establishment;
 - vi. The Department of Defense Transition Assistance Program (TAP), or any subsequent program that, in whole or in part, might replace TAP; and
 - vii. Any organization listed in the Employer Resources section of the National Resource Directory (<http://www.nrd.gov/>), or any future service that replaces or complements it.
 - b. LAC also considers taking the actions listed below, as appropriate, to fulfill its commitment to provide meaningful employment opportunities to protected veterans:
 - i. Formal briefing sessions should be held, preferably on LAC's premises, with representatives from recruiting sources.

- ii. LAC's facility tours, clear and concise explanations of current and future job openings, position descriptions, worker specifications, explanations of the company's selection process, and recruiting literature are an integral part of the briefing. At any such briefing sessions, the LAC official in charge of its affirmative action program is in attendance when possible. Formal arrangements should be made for referral of applicants, follow up with sources, and feedback on disposition of applicants.
 - iii. LAC's recruitment efforts at all educational institutions incorporate special efforts to reach students who are protected veterans.
 - iv. An effort is made to participate in work-study programs with Department of Veterans Affairs rehabilitation facilities which specialize in training or educating disabled veterans.
 - v. Protected veterans are made available for participation in career days, youth motivation programs, and related activities in their communities.
 - vi. LAC takes any other positive steps it deems necessary to attract qualified protected veterans not currently in the work force who have requisite skills and can be recruited through affirmative action measures. These persons may be located through the local chapters of organizations of and for any of the classifications of protected veterans.
 - vii. LAC, in making hiring decisions, considers applicants who are known protected veterans for all available positions for which they may be qualified when the position(s) applied for is unavailable.
 - viii. LAC considers listing its job openings with the National Resource Directory's Veterans Job Bank, or any future service that replaces or complements it.
3. LAC documents all activities it undertakes to comply with the obligations of this section, and retain these documents for a period of three (3) years.

Assessment of External Outreach and Recruitment Efforts

41 C.F.R. § 300.44(f)(3)

- 1. LAC, on an annual basis, reviews the outreach and recruitment efforts it has taken over the previous twelve months to evaluate their effectiveness in identifying and recruiting qualified protected veterans. LAC documents each evaluation, including at a minimum the criteria it used to evaluate the effectiveness of each effort and LAC's conclusion as to whether each effort was effective. Among these criteria shall be the data collected pursuant to 41 C.F.R. § 60-300.44(k) for the current year and the two most recent previous years. If LAC concludes the totality of its efforts were not effective in identifying and recruiting qualified protected veterans, it shall identify and implement

alternative efforts listed in paragraphs (f)(1) or (f)(2) of this section to fulfill its obligations.

Internal Dissemination of Policy

41 C.F.R. § 60-300.44(g)

1. LAC recognizes that a strong outreach program will be ineffective without adequate internal support from supervisory and management personnel and other employees.
2. LAC implements and disseminates this policy internally as follows:
 - a. includes it in LAC's policy manual or otherwise make the policy available to employees; and
 - b. if LAC is party to a collective bargaining agreement, it notifies union officials and/or employee representatives to inform them of LAC's policy, and request their cooperation.
3. Further, to assure greater employee cooperation and participation in LAC's efforts, LAC has developed the internal procedures listed in this section of the AAP for communication of its obligation to engage in affirmative action efforts to employ and advance in employment qualified protected veterans. It is not contemplated that LAC's activities will be limited to those listed. These procedures shall be designed to foster understanding, acceptance and support among LAC's executive, management, supervisory and other employees and to encourage such persons to take the necessary actions to aid LAC in meeting this obligation. LAC additionally considers implementing and disseminating this policy internally as follows:
 - a. Informing all employees and prospective employees of its commitment to engage in affirmative action to increase employment opportunities for protected veterans;
 - b. Publicizing it in LAC's newspaper, magazine, annual report and other media;
 - c. Conducting special meetings with executive, management, and supervisory personnel to explain the intent of the policy and individual responsibility for effective implementation, making clear the chief executive officer's support for the affirmative action policy;
 - d. Discussing the policy thoroughly in both employee orientation and management training programs; and
 - e. When employees are featured in employee handbooks or similar publications for employees, including disabled veterans.

Audit and Reporting System

C.F.R. § 60-300.44(h)

1. LAC has designed and implemented an audit and reporting system that:
 - a. Measures the effectiveness of LAC's AAP;
 - b. Indicates any need for remedial action;
 - c. Determines the degree to which LAC's objectives have been attained;
 - d. Determines whether known protected veterans have had the opportunity to participate in all of LAC's sponsored educational, training, recreational and social activities;
 - e. Measures LAC's compliance with the AAP's specific obligations; and
 - f. Documents the actions taken to comply with the obligations of paragraphs (a) through (e) above, and retain these documents as employment records for three years subject to the recordkeeping requirements of § 60-300.80.
2. Where the affirmative action program is found to be deficient, LAC undertakes necessary action to bring the program into compliance.

Responsibility for Implementation of the Plan

1. Identification and Responsibilities of EEO/AA Administrator

41 C.F.R. § 60-300.44(i)

In furtherance of LAC's commitment to Affirmative Action and Equal Employment Opportunity, overall responsibility for implementing LAC's AAP rests with its EEO/AA Administrator, whose identity should appear on all internal and external communications regarding LAC's AAP. The EEO/AA Administrator shall be given top management support and staff to manage the implementation of this program as it pertains to all applicable laws, orders and regulations, including VEVRAA. Specifically, Mary C. Tapia or the designated representative's duties include:

- a. Ensures that LAC lists its job openings in accordance with the requirements of 41 C.F.R. § 300.5.
- b. Ensuring LAC posts in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the OFCCP Director provided by or through the contracting officer. Such notices shall state the rights of applicants and employees as well as LAC's obligation under the law to take affirmative action to employ

and advance in employment qualified employees and applicants who are protected veterans.

- c. Ensuring LAC's applicants or employees who are disabled veterans are provided the notice in a form that is accessible and understandable to the individual applicant or employee (e.g., providing Braille or large print versions of the notice, or posting a copy of the notice at a lower height for easy viewing by a person using a wheelchair) when an applicant or employee requests the poster in an alternative format, or when LAC knows that an applicant or employee is unable to read the poster because of a disability. LAC may also provide the poster to an applicant or employee who is a disabled veteran in other alternate means, such as on disc or in audio recording, as long as the format provided enables the individual who is a disabled veteran to access the contents of a poster.
- d. Ensuring that, with respect to employees, if any, who do not work at a physical location of LAC, LAC satisfies its posting obligations by posting such notices in an electronic format, provided that LAC provides computers, or access to computers, that can access the electronic posting to such employees, or LAC has actual knowledge that such employees otherwise are able to access the electronically posted notices.
- e. Ensuring electronic notices for employees are posted in a conspicuous location and format on LAC's intranet or sent by electronic mail to employees. An electronic posting is used by LAC to notify job applicants of their rights if LAC utilizes an electronic application process. Such electronic applicant notice are conspicuously stored with, or as part of, the electronic application.
- f. Ensuring that to the extent this requirement is applicable to LAC, LAC notifies labor organizations of its EEO policy as required by 41 C.F.R. § 60-300.44(g).
- g. Ensuring LAC includes the provisions of this clause in every subcontract or purchase order in excess of \$150,000, unless exempted by the rules, regulations, or orders of the Secretary of Labor pursuant to VEVRAA, so that such provisions will be binding upon each subcontractor or vendor, under the terms and conditions of 41 CFR § 60-300.5(a), per Federal Acquisition Regulation-Inflation Adjustment of Acquisition-Related Thresholds, 80 FR 38293 (2015).
- h. Ensuring that all solicitations or advertisements for employees placed by or on behalf of LAC, state that all qualified applicants will receive consideration for employment without regard to their protected veteran status.
- i. Developing, maintaining and, where appropriate, modifying LAC's AAP for protected veterans, policy statements, personnel policies, internal and external communication techniques including discussions with managers, supervisors and employees to ensure LAC's policies are followed, and monitoring the effectiveness of these actions.
- j. Advising supervisors that they are responsible to prevent harassment of employees due to their status as a protected veteran.
- k. Identifying problem areas with line management in the implementation of the program, and helping management develop solutions to any identifiable problem area.

- l. Designing, implementing and overseeing an audit and reporting system to monitor the progress of the Company and the AAP's effectiveness, including auditing the contents of LAC's electronic and hard copy bulletin boards on a regular basis to ensure that compliance information that is posted is up to date.
- m. Serving as liaison between LAC and governmental enforcement agencies, community groups, vocational rehabilitation organizations, and organizations for protected veterans.
- n. Evaluating the effectiveness of LAC's plan on a regular basis, and reporting to management.
- o. Monitoring policies and procedures including the selection, evaluation, promotion and training process with regard to the various terms and conditions of employment to attempt to ensure compliance with affirmative action obligations.
- p. Assisting in ensuring that LAC has processes and procedures: a) to ensure career counseling for employees who are protected veterans, when requested and appropriate; and, b) to review personnel actions, policies, procedures, and employee and applicants' qualifications to ensure protected veterans are treated in accordance with anti-discrimination laws when hiring, promotion, transfer, and termination actions occur.
- q. Keeping management up to date on the latest developments in the areas of EEO and affirmative action.
- r. Assisting in the investigation, handling and disposition of employee discrimination and harassment complaints.
- s. Conducting periodic reviews of offices to ensure compliance in the areas of proper display of posters and notices, and opportunity for participation in Company-sponsored recreational, educational and social activities.
- t. Overseeing and ensuring that the below self-identification procedures are conducted as set forth in the VEVRAA regulations, using the language and manner prescribed by the OFCCP Director and published on the OFCCP Web site, as follows:
 - i. Pre-offer self-identification invitation procedures for LAC's job applicants as set forth in 41 C.F.R. § 60-300.42 (a); and
 - ii. Post-offer identification procedures for LAC's job applicants as set forth in 41 C.F.R. § 60-300.42 (a).

Further, LAC does not compel or coerce an individual to self-identify as a protected veteran. LAC keeps all information on self-identification confidential, and maintains it in a data analysis file (rather than in the medical or personnel files of individual employees) as set forth in 41 C.F.R. § 60-300.23(d). LAC only uses the self-identification information in accordance with the VEVRAA regulations.

- u. Ensuring that LAC complies with its obligations under 41 C.F.R. § 60-300.45, which requires that LAC establish benchmarks for hiring, the purpose of which is to create a

quantifiable method by which LAC can measure its progress toward achieving equal employment opportunity for protected veterans. The benchmarks will be set on an annual basis and will be documented also as set forth in this AAP.

- v. If an applicant identifies himself or herself as a disabled veteran in the post-offer self-identification detailed above, LAC inquires of the applicant whether an accommodation is necessary, and, if so, engages with the applicant regarding reasonable accommodation. LAC may make such inquiries to the extent they are consistent with the Americans with Disabilities Act. LAC maintains a separate file in accordance with Section 60-300.23(d) on persons who have self-identified as disabled veterans.

2. Management Responsibilities

41 C.F.R. § 60-300.44(i)

Line and upper management are advised of their responsibilities for LAC's AAP regarding protected veterans within his or her area of responsibility, including but not limited to their obligations to:

- a. Review LAC's AAP for protected veterans with subordinate managers and supervisors to ensure they are aware of the policy, understand their obligation to comply with it in all personnel actions and understand the need for support at all levels.
- b. Assist in the auditing of plan progress, identification of problem areas, formulation of solutions, establishment of departmental goals and objectives, and development of training programs, when appropriate.
- c. Review the qualifications of applicants and employees in their area of responsibility to ensure protected veterans are treated in a nondiscriminatory manner when hire, promotion, transfer, and termination actions occur.
- d. Review employees' performance to ensure that illegal discrimination regarding protected veterans does not occur.
- e. Make available career counseling to employees who are protected veterans, when so requested, and as appropriate.
- f. Review position descriptions to see that they adequately reflect the job to be performed.
- g. Audit training programs, hiring, and promotion patterns.
- h. Assist subordinates and upper management in the prevention of harassment.
- i. Show support for this AAP.

Affirmative Action Training

41 C.F.R. § 60-300.44(j)

LAC provides training to all personnel involved in the recruitment, screening, selection, promotion, disciplinary and other related processes to ensure its AAP commitments are implemented.

ASSESSMENT OF EXTERNAL OUTREACH AND RECRUITMENT EFFORTS

Assessment: LAC evaluated the effectiveness of outreach and recruitment efforts for qualified veterans during its prior AAP year. During that period, of the applicants who chose to complete the self-identification form, 0.00% self-identified as a protected veteran. As a result, LAC will continue to review and analyze its existing outreach efforts and commit to continue to identify viable partners throughout the year.

DATA COLLECTION ANALYSIS 41 C.F.R. § 60-300.44(k)

LAC documents the following computations or comparisons pertaining to applicants and hires on an annual basis and maintains them for a period of three (3) years:

1. The number of applicants who self-identified as protected veterans pursuant to § 60-300.42(a), or who are otherwise known as protected veterans;
2. The total number of job openings and total number of jobs filled;
3. The total number of applicants for all jobs;
4. The number of protected veteran applicants hired; and
5. The total number of applicants hired.

Protected Veterans Three Year Data Collection

Los Alamos County
Los Alamos County, NM

Required Data	May 1, 2020 through April 30, 2021	May 1, 2021 through April 30, 2022	May 1, 2022 through April 30, 2023
Number of applicants who self-identify as protected veterans pre-offer	165	6	0
Total number of job openings	159	174	284
Total number of jobs filled	159	174	284
Total number of applicants for all jobs	2113	158	1963
Total number of protected veteran applicants hired	13	6	13
Total number of applicants hired	132	158	228

BENCHMARKS FOR HIRING 41 C.F.R. § 60-300.45

Benchmark: The purpose of establishing benchmarks is to create a quantifiable method by which LAC can measure its progress toward achieving equal employment opportunity for protected veterans.

The benchmark is not a rigid and inflexible quota which must be met, nor is it considered either a ceiling or a floor for the employment of particular groups. Quotas are expressly forbidden.

Hiring benchmarks are set by LAC on an annual basis. LAC documents the hiring benchmark it has established each year. LAC retains these records for a period of three (3) years.

The current benchmark for protected veterans for this location is set at 5.4%, which matches the national protected veteran benchmark.

Protected Veteran Hiring Ratio

Total Hires	228
Total Protected Veteran Hires	13
Percentage of Protected Veterans Hires	5.7%

This location will continue to implement additional recruitment efforts to attract qualified applicants, including protected veterans, for all job openings.

**Affirmative Action Program for
Individuals with Disabilities**

Los Alamos County
Los Alamos County, NM

**Affirmative Action Program
for
Individuals with Disabilities**

**May 1, 2023 through April 30, 2024
Plan Year**

CONFIDENTIAL, TRADE SECRET, AND PRIVATE MATERIAL

This Affirmative Action Plan contains confidential, trade secret, commercial, and private information of LAC, which is protected from disclosure by the Office of Federal Contract Compliance Programs pursuant to the Trade Secrets Act, 18 U.S.C. § 1905. The release of this information could cause substantial harm to LAC or its employees within the meaning of the Freedom of Information Act ("FOIA"), 5 U.S.C. §§ 552 (b)(3), (4), (6) and (7) and the Trade Secrets Act. FOIA protects information in this document from mandatory disclosure to FOIA requestors. See, e.g., *Chrysler v. Brown*, 441 U.S. 281 (1979). Furthermore, release of any trade secret, confidential statistical or commercial information would be arbitrary and capricious in violation of the Administrative Procedure Act. See, e.g., *CNA Financial Corp. v. Donovan*, 830 F.2d 1132, 1144 (D.C. Cir.), cert. denied, 485 U.S. 977 (1988).

Los Alamos County
Los Alamos County, NM

AFFIRMATIVE ACTION PROGRAM
FOR
INDIVIDUALS WITH DISABILITIES

May 1, 2023 through April 30, 2024
Plan Year

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Introduction

Los Alamos County (LAC) sets forth this Affirmative Action Program (“AAP”) for the year from May 1, 2023 through April 30, 2024, reaffirming its commitment to the spirit and letter of affirmative action law. Through the implementation of this plan LAC continues its efforts to comply with Section 503 of the Rehabilitation Act of 1973 (“Section 503”) and its implementing regulations, as amended, and to make the best possible use of personnel while contributing to the betterment of society and the community.

In developing this plan, LAC recognizes its duty to ensure equal employment opportunity for, and to prevent discrimination against, individuals with disabilities. The following statement of policy reinforces that belief.

Equal Employment Opportunity Policy Statement

41 C.F.R. § 60-741.44(a)

In setting forth this plan LAC reaffirms its belief and commitment in equal employment opportunity for all employees and applicants for employment in all terms and conditions of employment. Mary C. Tapia, as the EEO Administrator, oversees the plan development, modification, implementation, and reporting requirements and conducts management updates. LAC’s top U.S. executive supports LAC’s AAP.

LAC provides for an audit and reporting system regarding LAC’s affirmative action responsibilities under Section 503 regulations, and assigns overall responsibility for the implementation of affirmative action responsibilities under these regulations.

LAC recruits, hires, trains and promotes persons in all job titles, and ensures that all personnel actions are administered without regard to disability; and ensures that all employment actions are based only on valid job requirements. LAC’s employees and applicants are not subjected to harassment, intimidation, threats, coercion, or discrimination because they have engaged in or may engage in any of the following activities:

1. filing a complaint with LAC or with Federal, state, or local agencies regarding the status covered under this AAP;
2. assisting or participating in any investigation, compliance review, hearing, or any other activity related to the administration of any Federal, State, or local law requiring equal employment opportunity for individuals with disabilities;
3. opposing any act or practice made unlawful by Section 503 or its implementing regulations, or any other Federal, State or local law requiring equal opportunity for individuals with disabilities; or
4. exercising any other right protected by Section 503 or its implementing regulations in this part.

LAC's full AAP, absent the data metrics required by 41 CFR § 60-741.44(k), is available for inspection upon request. The method of obtaining a copy of the AAP is listed within the affirmative action policy statement physically posted at LAC's establishment.

Review of Personnel Processes

41 C.F.R. § 741.44(b)

1. LAC ensures its personnel processes provide for careful, thorough, and systematic consideration of the job qualifications of applicants and employees with known disabilities for job vacancies filled either by hiring or promotion, and for all training opportunities offered or available.
2. LAC also ensures its personnel processes do not stereotype individuals with disabilities in a manner which limits their access to jobs for which they are qualified.
3. LAC also ensures its applicants and employees with disabilities have equal access to its personnel processes, including those implemented through information and communications technologies.
4. LAC provides necessary reasonable accommodation to ensure applicants and employees with disabilities receive equal opportunity in the operation of personnel processes. LAC periodically reviews such processes and makes any necessary modifications to ensure that these obligations are carried out. LAC designs procedures that facilitate a review of the implementation of this requirement by LAC and the Government. A description of the review and any necessary modifications to personnel processes or development of new processes are included in this AAP, and are as follows:
 - a. The application or personnel form of each known applicant who is an individual with a disability is annotated to identify each vacancy for which the applicant was considered, and the form is quickly retrievable for review by the Department of Labor and LAC's personnel officials for use in investigations and internal compliance activities.
 - b. Where applicants or employees are selected for hire, promotion, or training and LAC undertakes any accommodation which makes it possible for him or her to place an individual with a disability on the job, LAC makes a record containing a description of the accommodation. The record is treated as a confidential medical record in accordance with § 60-741.23(d).

Review of Physical and Mental Job Qualifications

41 C.F.R. § 60-741.44(c)

1. LAC has the following schedule for its review of physical and mental job qualification standards to ensure that, to the extent qualification standards tend to screen out qualified people with disabilities, such qualifications are job-related for the position in question and consistent with business necessity, and adheres to this

schedule. The schedule is as follows as job openings become available; as new job qualifications are established; and/or, when new equipment is installed.

2. Whenever LAC applies physical or mental qualification standards in the selection of applicants or employees for employment or other changes in employment status such as promotion, demotion or training, to the extent that qualification standards tend to screen out qualified individuals on the basis of disability, the standards are related to the specific job or jobs for which the individual is being considered and consistent with business necessity.
3. LAC may use as a defense to a violation of its obligations in Paragraph 2 above that an individual poses a direct threat to the health or safety of the individual or others in the workplace.
4. No pre-employment physical examinations or questionnaires are used by LAC prior to a job offer contingent on such examinations and other requirements.
5. When LAC conducts a medical examination or inquiry of a person with a disability, it will do so according to the terms and conditions of the Federal Regulations implementing Section 503, and the results of such an examination or inquiry are kept confidential according to Federal regulations, which includes the following exceptions:
 - a. Supervisors and managers may be informed regarding restrictions on the work or duties of the applicant or employee and necessary accommodations;
 - b. First aid and safety personnel may be informed, when appropriate, if the disability might require emergency treatment; and,
 - c. Government officials engaged in enforcing the laws administered by the OFCCP regarding individuals with disabilities, or enforcing The Americans with Disabilities Act (“the ADA”) and The Americans with Disabilities Act Amendment Act of 2008 (“the ADAAA”), shall be provided relevant information on request.

Reasonable Accommodation to Physical and Mental Limitations

41 C.F.R. § 60-741.44(d)

1. It is LAC's policy, as a matter of nondiscrimination, to make reasonable accommodation to the known physical and mental limitations of all otherwise qualified individuals with a disability, unless LAC can demonstrate that the accommodation would impose an undue hardship on LAC's business. Undue hardship will be determined by its definition under applicable regulations under Section 503 including, but not limited to the following: Undue hardship means, with respect to the provision of an accommodation, significant difficulty or expense incurred by the contractor, when considered in light of the factors set forth in 41 CFR § 741.2 (aa)(2), such as the overall financial resources of the facility and the impact of the accommodation upon the operation of the facility (this is not an all-inclusive list).
2. As a matter of affirmative action, if an employee with a known disability is having significant difficulty performing his or her job and it is reasonable to conclude that the performance problem may be related to the known disability, LAC shall confidentially notify the employee of the performance problem and inquire whether the problem is related to the employee's disability. If the employee responds affirmatively, LAC shall confidentially inquire whether the employee is in need of a reasonable accommodation.

Anti-Harassment Procedures

41 C.F.R. § 60-741.44(e)

LAC has developed and implemented procedures to ensure that its employees are not harassed on the basis of disability.

External Dissemination of Policy, Outreach, and Positive Recruitment

41 C.F.R. § 60-741.44(f)

1. LAC undertakes appropriate outreach and positive recruitment activities that are reasonably designed to effectively recruit qualified individuals with disabilities. It is not contemplated that LAC will necessarily undertake all the activities listed in Paragraph (f)(2) of this section or that its activities will be limited to those listed. The scope of LAC's efforts shall depend upon all the circumstances, including the contractor's size and resources and the extent to which existing employment practices are adequate.
2. Examples of outreach and recruitment activities. Below are examples of outreach and positive recruitment activities LAC may undertake in accordance with Paragraph 1 of this section.
 - a. Enlisting the assistance and support of the following persons and organizations in recruiting, and developing on-the-job training opportunities for individuals with disabilities, to fulfill its commitment to provide equal employment opportunity for such individuals:

- i. the State Vocational Rehabilitation Service Agency (“SVRA”), State mental health agency, or State developmental disability agency in the area of the contractor's establishment;
 - ii. the Employment One-Stop Career Center (One-Stop) or American Job Center nearest the contractor's establishment;
 - iii. the Department of Veterans Affairs Regional Office nearest LAC’s establishment (www.va.gov);
 - iv. entities funded by the Department of Labor that provide recruitment or training services for individuals with disabilities, such as the services currently provided through the Employer Assistance and Resource Network (EARN) (www.earnworks.com);
 - v. local Employment Network (“EN”) organizations (other than LAC, if LAC is an EN) listed in the Social Security Administration's Ticket to Work Employment Network Directory (www.yourtickettowork.com/endir);
 - vi. local disability groups, organizations, or Centers for Independent Living (CIL) near the contractor's establishment;
 - vii. placement or career offices of educational institutions that specialize in the placement of individuals with disabilities; and
 - viii. private recruitment sources, such as professional organizations or employment placement services that specialize in the placement of individuals with disabilities.
- b. In addition, LAC has considered taking the actions listed below to fulfill its commitment to provide equal employment opportunities to individuals with disabilities. It is not contemplated that LAC will necessarily undertake all of the activities listed below.
- i. Formal briefing sessions held, preferably on LAC’s premises, with representatives from recruiting sources. LAC’s facility tours, clear and concise explanations of current and future job openings, position descriptions, worker specifications, explanations of LAC’s selection process, and recruiting literature are an integral part of any such briefing. At any such briefing sessions, LAC’s official in charge of LAC’s AAP should be in attendance when possible. Formal arrangements are made for referral of applicants, follow up with sources, and feedback on disposition of applicants, from any such briefings.

- ii. LAC's recruitment efforts at all educational institutions incorporate special efforts to reach students who are individuals with disabilities.
 - iii. LAC makes an effort to participate in work-study programs for students, trainees, or interns with disabilities in programs found through outreach, such as to State and local schools and universities, and through EARN.
 - iv. Individuals with disabilities may be made available for participation in LAC's career days, youth motivation programs, and related activities in LAC's communities.
 - v. LAC takes any other positive steps it deems necessary to attract individuals with disabilities not currently in the work force who have requisite skills and can be recruited through affirmative action measures. These individuals may be located through State and local agencies supported by the U.S. Department of Education's Rehabilitation Services Administration (RSA) (<http://rsa.ed.gov/>), local Ticket-to-Work Employment Networks, or local chapters of groups or organizations that provide services for individuals with disabilities.
 - vi. LAC, in making hiring decisions, considers applicants who are known to have disabilities for all available positions for which they may be qualified when the position(s) applied for is unavailable.
- 3. LAC sends written notification of its policy relating to its affirmative action efforts to all its covered federal subcontractors, including covered subcontracting vendors and suppliers, requesting appropriate action on their part.
 - 4. LAC documents all activities it undertakes to comply with the obligations of this section, and retains these documents for a period of three (3) years.

Assessment of External Outreach and Recruitment Efforts

41 C.F.R. § 60-741.44(f)(3)

- 1. LAC on an annual basis, reviews the outreach and recruitment efforts it has taken over the previous twelve months to evaluate its effectiveness in identifying and recruiting qualified individuals with disabilities. LAC documents each evaluation, including at a minimum the criteria it used to evaluate the effectiveness of each effort and LAC's conclusion as to whether each effort was effective. Among these criteria shall be the data LAC collected pursuant to 41 C.F.R. § 741.44(k) for the current year and the two most recent previous years. If LAC concludes the totality of its efforts were not effective in identifying and recruiting qualified individuals with disabilities, it identifies and implements alternative efforts listed in Paragraph 2 above to fulfill its obligations.

Internal Dissemination of Policy

41 C.F.R. § 60-741.44(g)

1. LAC recognizes that even a strong outreach program for individuals with disabilities may be ineffective without adequate internal support from its supervisors and employees. Therefore, to ensure greater employee cooperation and participation in LAC's efforts regarding its obligation to engage in affirmative action efforts to employ and advance in employment qualified individuals with disabilities, LAC has developed the following internal procedures. These procedures have been designed to foster understanding, acceptance and support among LAC's executive, management, supervisory, and other employees to encourage such persons to take the necessary actions to aid the contractor in meeting this obligation.
2. LAC implements and disseminates this policy internally as follows:
 - a. includes the policy in LAC's policy manual or otherwise makes the policy available to employees; and
 - b. where LAC is a party to a collective bargaining agreement, it notifies union officials and/or employee representatives of the contractor's policy and request their cooperation;
3. Below are some of the other methods LAC may additionally use to implement and disseminate this policy internally:
 - a. informs all employees and prospective employees of LAC's commitment to engage in affirmative action to increase employment opportunities for individuals with disabilities;
 - b. periodically schedules special meetings with all employees to discuss the policy and explain individual employee responsibilities;
 - c. publicizes the policy in LAC's newspaper, magazine, annual report and other media;
 - d. conducts special meetings with executive, management, and supervisory personnel to explain the intent of the policy and individual responsibility for effective implementation making clear LAC's chief executive officer's support for the affirmative action policy;
 - e. discusses the policy thoroughly in both employee orientation and management training meetings;
 - f. includes articles on accomplishments of individuals with disabilities in LAC's publications; and
 - g. when employees are featured in employee handbooks and similar publications, includes individuals with disabilities.

Audit and Reporting System

41 C.F.R. § 60-741.44(h)

LAC has designed and has implemented an audit and reporting system that:

1. Measures the effectiveness of LAC's affirmative action program.
2. Indicates any need for remedial action.
3. Determines the degree to which LAC's affirmative action objectives have been attained.
4. Determines whether known individuals with disabilities have had the opportunity to participate in all company sponsored-educational, training, recreational and social activities.
5. Measures LAC's compliance with the AAP's specific obligations.
6. Documents the actions taken to comply with the obligations of Paragraphs (1) through (5) of this section, and retain these documents as employment records for a period of three years from the date of making of the record.
7. Where LAC, upon its review, finds its AAP to be deficient and need further progress, LAC undertakes necessary action to bring the program into compliance.

Responsibility for Implementation of the Plan

41 C.F.R. § 60-741.44(i)

1. Identification and Responsibilities of the EEO/AA Administrator. 41 C.F.R. § 60-741.44(i)

In furtherance of LAC's commitment to Affirmative Action and Equal Employment Opportunity, overall responsibility for implementing LAC's AAP rests with its EEO/AA Administrator, whose identity appears on all internal and external communications regarding LAC's AAP. The EEO/AA Administrator has been given the necessary senior management support and staff to manage the implementation of this AAP. Specifically, Mary C. Tapia or the designated representative's duties include the following, all of which are administered in accordance with the Section 503 regulations:

- a. Ensuring LAC posts in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the OFCCP Director provided by or through the contracting officer. Such notices shall state the rights of applicants and employees as well as LAC's obligation under the law to take affirmative action to employ and advance in employment qualified employees and applicants with disabilities.
- b. Ensuring LAC's applicants or employees with disabilities are provided the notice in a form that is accessible and understandable to the individual applicant or employee (e.g., providing Braille or large print versions of the notice, or posting a copy of the notice at a lower height for easy viewing by a person using a wheelchair) when an applicant or employee requests the poster in an alternative format, or when LAC knows that an applicant or employee is unable to read the poster because of a disability. LAC may also

- provide the poster to an applicant or employee with a disability in other alternate means, such as on disc or in audio recording, as long as the format provided enables the individual with a disability to access the contents of a poster.
- c. Ensuring that, with respect to employees, if any, who do not work at a physical location of LAC, LAC satisfies its posting obligations by posting such notices in an electronic format, provided that LAC provides computers, or access to computers, that can access the electronic posting to such employees, or LAC has actual knowledge that such employees otherwise are able to access the electronically posted notices.
 - d. Ensuring electronic notices for employees are posted in a conspicuous location and format on LAC's intranet or sent by electronic mail to employees. An electronic posting is used by LAC to notify job applicants of their rights if LAC utilizes an electronic application process. Such electronic applicant notice are conspicuously stored with, or as part of, the electronic application.
 - e. Ensuring that to the extent this requirement is applicable to LAC, LAC notifies labor organizations of its EEO policy as required by 41 C.F.R. § 60-741.44(g).
 - f. Ensuring LAC includes the provisions of this clause in every subcontract or purchase order in excess of \$15,000 under the terms and conditions of 41 CFR 60-741.5(a), per Federal Acquisition Regulation-Inflation Adjustment of Acquisition-Related Thresholds, 75 FR 53129 (2010).
 - g. Ensuring that all solicitations or advertisements for employees placed by or on behalf of LAC, state that all qualified applicants will receive consideration for employment and will not be discriminated against on the basis of disability.
 - h. Developing, maintaining and, where appropriate, modifying LAC's AAP for individuals with disabilities, policy statements, personnel policies, internal and external communication techniques including discussions with managers, supervisors and employees to ensure LAC's policies are followed, and monitoring the effectiveness of these actions.
 - i. Advising supervisors that they are responsible for preventing harassment of employees due to their status as individuals with disabilities.
 - j. Ensuring affirmative action training is conducted in accordance with 41 C.F.R. § 60-741.44(j).
 - k. Identifying problem areas with line management in the implementation of the program, and helping management develop solutions to any identifiable problem area.
 - l. Designing, implementing and overseeing an audit and reporting system to monitor the progress of LAC and the AAP's effectiveness, including auditing the contents of LAC's electronic and hard copy bulletin boards on a regular basis to ensure that compliance information that is posted is up to date and accessible to applicants and employees with disabilities.

- m. Serving as liaison between LAC and governmental enforcement agencies, community groups, vocational rehabilitation organizations, and organizations for individuals with disabilities.
- n. Evaluating the effectiveness of LAC's plan on a regular basis, as described in this AAP, and reporting to management.
- o. Monitoring policies and procedures including the selection, evaluation, promotion and training process with regard to the various terms and conditions of employment to attempt to ensure compliance with affirmative action obligations.
- p. Overseeing LAC's processes and procedures: a) to ensure that career counseling for employees with known disabilities, when requested and appropriate; and, b) to review personnel actions, policies, procedures, and employee and applicants' qualifications to ensure individuals with disabilities are treated in accordance with anti-discrimination laws when hiring, promotion, transfer, and termination actions occur.
- q. Keeping management up to date on the latest developments in the areas of EEO and affirmative action.
- r. Assisting in the investigation, handling and disposition of employee discrimination and harassment complaints.
- s. Conducting periodic reviews of offices to ensure compliance in the areas of proper display of posters and notices, and opportunity for participation in Company-sponsored recreational, educational and social activities.
- t. Overseeing and ensuring that the below self-identification procedures are conducted as set forth in the Section 503 regulations, using the language and manner prescribed by the OFCCP Director and published on the OFCCP Web site, as follows:
 - i. Pre-offer self-identification invitation procedures for LAC's job applicants as set forth in 41 C.F.R. § 60-741.42 (a);
 - ii. Post-offer identification procedures for LAC's job applicants as set forth in 41 C.F.R. § 60-741.42 (a); and
 - iii. Self-identification invitation procedures for LAC's employees as set forth in 41 C.F.R. § 60-741.42 (a).

Ensuring that LAC does not compel or coerce an individual to self-identify as an individual with a disability, and that LAC keeps all information on self-identification confidential, and maintains it in a data analysis file (rather than in the medical files of individual employees) as set forth in 41 C.F.R. § 60-741.23(d). LAC only uses the self-identification information may be used only in accordance with the Section 503 regulations.

- u. Ensuring that LAC annually evaluates its utilization of individuals with disabilities in each job group, or in its entire workforce in accordance with 41 C.F.R. § 60-741.45, including the following:

- i. Ensuring that when the percentage of individuals with disabilities in one or more job groups, or in LAC's entire workforce, as applicable, is less than the utilization goal established in the Section 503 regulations, LAC takes steps to determine whether and where impediments to equal employment opportunity exist. When making this determination, LAC assesses its personnel processes, the effectiveness of its outreach and recruitment efforts, the results of its affirmative action program audit, and any other areas that might affect the success of its AAP.
- ii. Ensuring that LAC develops and executes action-oriented programs designed to correct any identified problem areas. These action-oriented programs may include the modification of personnel processes to ensure equal employment opportunity for individuals with disabilities, alternative or additional outreach and recruitment efforts from among those listed in 41 CFR § 60-741.44 (f)(1) and (f)(2), and/or other actions designed to correct the identified problem areas and attain the established goal.

2. Management Responsibilities 41 C.F.R. § 60-741.44(i)

Line and upper management are advised of their responsibilities for LAC's AAP regarding individuals with disabilities within his or her area of responsibility, including but not limited to their obligations to:

- a. Review LAC's AAP for individuals with disabilities with subordinate managers and supervisors to ensure they are aware of the policy, understand their obligation to comply with it in all personnel actions and understand the need for support at all levels.
- b. Assist in the auditing of plan progress, identification of problem areas, formulation of solutions, establishment of departmental goals and objectives, and development of training programs, when appropriate.
- c. Review the qualifications of applicants and employees in their area of responsibility to ensure qualified individuals with disabilities are treated in a nondiscriminatory manner when hire, promotion, transfer, and termination actions occur.
- d. Review employees' performance to ensure that illegal discrimination regarding individuals with disabilities does not occur.
- e. Make available career counseling to employees with known disabilities, when so requested, and as appropriate.
- f. Review position descriptions to see that they adequately reflect the job to be performed.
- g. Audit training programs, hiring, and promotion patterns.

- h. Assist employees and other members of management in the prevention of harassment.
- i. If an employee with a known disability is having significant difficulty performing his or her job and it is reasonable to conclude that the performance problem may be related to the known disability, confidentially notify the employee of the performance problem and inquire whether the problem is related to the employee's disability. If the employee responds affirmatively, LAC shall confidentially inquire whether the employee is in need of a reasonable accommodation.
- j. Show support for LAC's AAP.

Affirmative Action Training

41 C.F.R. § 60-741.44(j)

LAC provides training and guidance to all personnel who are involved in the recruitment, screening, selection, promotion, disciplinary and other related processes to ensure that its AAP commitments are implemented.

ASSESSMENT OF EXTERNAL OUTREACH AND RECRUITMENT EFFORTS

Assessment: LAC evaluated the effectiveness of outreach and recruitment efforts for qualified individuals with disabilities during its prior AAP year. During that period, of the applicants who chose to complete the self-identification form, 0.00% self-identified as an individual with disability. As a result, LAC will continue to review and analyze its existing outreach efforts and commit to continue to identify viable partners throughout the year.

DATA COLLECTION ANALYSIS 41 C.F.R. § 60-741.44(k)

LAC documents the following computations or comparisons pertaining to applicants and hires on an annual basis and maintains them for a period of three years:

1. The number of applicants who self-identified as individuals with disabilities pursuant to § 60-741.42(a), or who are otherwise known to be individuals with disabilities;
2. The total number of job openings and total number of jobs filled;
3. The total number of applicants for all jobs;
4. The number of applicants with disabilities hired; and
5. The total number of applicants hired.

Individuals with Disabilities Three Year Data Collection

Los Alamos County
Los Alamos County, NM

Required Data	May 1, 2020 through April 30, 2021	May 1, 2021 through April 30, 2022	May 1, 2022 through April 30, 2023
Number of applicants who self-identify as individuals with disabilities pre-offer	108	12	0
Total number of job openings	159	174	284
Total number of jobs filled	159	174	284
Total number of applicants for all jobs	2113	158	1963
Total number of applicants with disabilities hired	4	12	0
Total number of applicants hired	13	158	228

UTILIZATION ANALYSIS 41 C.F.R. § 60-741.45

41 CFR § 60-741.45 Utilization goals. The utilization goal is not a rigid and inflexible quota which must be met, nor is it considered either a ceiling or a floor for the employment of particular groups. These goals are not quotas.

Goal: OFCCP has currently established a utilization goal of 7 percent for employment of qualified individuals with disabilities for each job group in LAC's workforce.

Purpose. The purpose of the utilization goal is to establish a benchmark against which LAC measures the representation of individuals with disabilities within each job group in its workforce. The utilization goal serves as an equal employment opportunity objective that should be attainable by complying with all aspects of the affirmative action requirements of the applicable Section 503 regulations.

Utilization Analysis (Individuals with Disabilities)

Los Alamos County

Plan Date: 05/01/2023

Los Alamos County, NM

Job Group	Group Size	IWD Employment Count	%	7% Goal Met?	Problem Areas (if any) and Action - Oriented Programs (where utilization goal not met)
1 - OFFICIALS/ADM	97	5	5	No	Will review outreach and recruitment effort and adjust accordingly to attract more qualified applicants.
2 - PROFESSIONALS	138	6	4	No	Will review outreach and recruitment effort and adjust accordingly to attract more qualified applicants.
3 - TECHNICIANS	15	1	7	Yes	
4 - PROTECT/SERV	131	3	2	No	Will review outreach and recruitment effort and adjust accordingly to attract more qualified applicants.
5 - PARA-PROFESS	43	3	7	Yes	
6 - ADMIN SUPPORT	196	5	3	No	Will review outreach and recruitment effort and adjust accordingly to attract more qualified applicants.
7 - SKILLED CRAFT	66	4	6	No	Will review outreach and recruitment effort and adjust accordingly to attract more qualified applicants.
8 - SERV/MAINT	82	3	4	No	Will review outreach and recruitment effort and adjust accordingly to attract more qualified applicants.