

# EEOP Utilization Report



Mon Apr 06 11:23:36 EDT 2015

## Step 1: Introductory Information

|                               |  |                      |              |
|-------------------------------|--|----------------------|--------------|
| <b>Grant Title:</b>           | Stop Grant                                       | <b>Grant Number:</b> | 13STPISC     |
| <b>Grantee Name:</b>          | Idaho Supreme Court                              | <b>Award Amount:</b> | \$47,931.00  |
| <b>Grantee Type:</b>          | State Government Agency                          |                      |              |
| <b>Address:</b>               | 451 W. State St.<br>Boise, Idaho<br>83702        |                      |              |
| <b>Contact Person:</b>        | Amber Moe  | <b>Telephone #:</b>  | 208-947-7451 |
| <b>Contact Address:</b>       | 451 W. State St.<br>Boise, Idaho<br>83702        |                      |              |
| <b>State Granting Agency:</b> | Idaho State Police                               | <b>Grant Number:</b> | 13STPISC     |
| <b>Contact Name:</b>          | Kara Thompson                                    |                      |              |
| <b>Contact Address:</b>       | 700 S. Stratford Dr.<br>Meridian, Idaho<br>83642 |                      |              |
| <b>Telephone #:</b>           | 208-884-7040                                     |                      |              |

---

|                               |  |                      |              |
|-------------------------------|--|----------------------|--------------|
| <b>Grant Title:</b>           | Canyon County DV Court<br>Enhancement Project    | <b>Grant Number:</b> | 13BJAGDV     |
| <b>Grantee Name:</b>          | Idaho Supreme Court                              | <b>Award Amount:</b> | \$61,331.00  |
| <b>Grantee Type:</b>          | State Government Agency                          |                      |              |
| <b>Address:</b>               | 451 W. State St.<br>Boise, Idaho<br>83702        |                      |              |
| <b>Contact Person:</b>        | Amber Moe  | <b>Telephone #:</b>  | 208-947-7451 |
| <b>Contact Address:</b>       | 451 W. State St.<br>Boise, Idaho<br>83702        |                      |              |
| <b>State Granting Agency:</b> | Idaho State Police                               | <b>Grant Number:</b> | 13BJAGDV     |
| <b>Contact Name:</b>          | Kara Thompson                                    |                      |              |
| <b>Contact Address:</b>       | 700 S. Stratford Dr.<br>Meridian, Idaho<br>83642 |                      |              |
| <b>Telephone #:</b>           | 208-884-7040                                     |                      |              |

---

**Grant Title:** Byrne - Statewide Design Technology for DV **Grant Number:** 10BJGTD  
**Grantee Name:** Idaho Supreme Court **Award Amount:** \$21,558.00  
**Grantee Type:** State Government Agency  
**Address:** 451 W. State St.  
Boise, Idaho  
83702  
**Contact Person:** Amber Moe **Telephone #:** 208-947-7451  
**Contact Address:** 451 W. State St.  
Boise, Idaho  
83702  
**State Granting Agency:** Idaho State Police **Grant Number:** 10BJGTD  
**Contact Name:** Julie Brotzman  
**Contact Address:** 700 S. Stratford Dr.  
Meridian, Idaho  
83642  
**Telephone #:** 208-884-7040

---

**Grant Title:** Byrne - Statewide Design Technology for DV **Grant Number:** 11BJATD  
**Grantee Name:** Idaho Supreme Court **Award Amount:** \$21,558.00  
**Grantee Type:** State Government Agency  
**Address:** 451 W. State St.  
Boise, Idaho  
83702  
**Contact Person:** Amber Moe **Telephone #:** 208-947-7451  
**Contact Address:** 451 W. State St.  
Boise, Idaho  
83702  
**State Granting Agency:** Idaho State Police **Grant Number:** 11BJATD  
**Contact Name:** Julie Brotzman  
**Contact Address:** 700 S. Stratford Dr.  
Meridian, Idaho  
83642  
**Telephone #:** 208-884-7040

---

**Grant Title:** Byrne - Statewide Design **Grant Number:** 12BJAGTD

Technology for DV

**Grantee Name:** Idaho Supreme Court      **Award Amount:** \$21,558.00  
**Grantee Type:** State Government Agency  
**Address:** 451 W. State St.  
Boise, Idaho  
83702  
**Contact Person:** Amber Moe      **Telephone #:** 208-947-7451  
**Contact Address:** 451 W. State St.  
Boise, Idaho  
83702  
**State Granting Agency:** Idaho State Police      **Grant Number:** 12BJAGTD  
**Contact Name:** Julie Brotzman  
**Contact Address:** 700 S. Stratford Dr.  
Meridian, Idaho  
83642  
**Telephone #:** 208-884-7040

---

**Grant Title:** 1st Judicial District Domestic Violence Court      **Grant Number:** 2012-WC-AX-0005  
**Grantee Name:** Idaho Courts      **Award Amount:** \$449,117.00  
**Grantee Type:** State Government Agency  
**Address:** 451 W. State St.  
Boise, Idaho  
83702  
**Contact Person:** Amber Moe      **Telephone #:** 208-947-7451  
**Contact Address:** 451 W. State St.  
Boise, Idaho  
83702  
**DOJ Grant Manager:** Krista Blakeney-Mitchel      **DOJ Telephone #:** 202-305-2651

---

**Grant Title:** OJP BJA Ada County Drug Expansion      **Grant Number:** 2012-DC-BX-0058  
**Grantee Name:** Idaho Supreme Court      **Award Amount:** \$300,000.00  
**Grantee Type:** State Government Agency  
**Address:** 451 W. State St.  
Boise, Idaho  
83702  
**Contact Person:** Kerry Hong      **Telephone #:** 208-947-7520

**Contact Address:** 451 W. State St.  
Boise, Idaho  
83702

**DOJ Grant Manager:** Mark Kline

**DOJ Telephone #:** 202-514-9537

---

**Grant Title:** OJP CP DC Enhancement Project **Grant Number:** 2013-DC-BX-0052

**Grantee Name:** Idaho Supreme Court **Award Amount:** \$550,000.00

**Grantee Type:** State Government Agency

**Address:** 451 W. State St.  
Boise, Idaho  
83702

**Contact Person:** Debra Alsaker-Burke **Telephone #:** 208-947-7457

**Contact Address:** 451 W. State St.  
Boise, Idaho  
83702

**DOJ Grant Manager:** Mark Morgan

**DOJ Telephone #:** 202-353-9243

---

### **Policy Statement:**

The Idaho Courts are an equal opportunity employer. The Idaho Courts are committed to fairness and equality of opportunity in the workplace and prohibits discrimination. All recruitment, hiring, training, promotions, transfers, and administration of all personnel policies, procedures, programs, and services shall be conducted or administered without regard to race, color, national origin, sex, age, religion, socioeconomic status, sexual orientation, gender identity, veteran status (other than veteran's preference), disability or any other applicable legally protected status.

## **Step 4b: Narrative Underutilization Analysis**

The Idaho Courts Human Resources Division reviewed the Utilization Analysis, comparing the Idaho Courts workforce to the relevant labor market and notes the following:

White males were significantly under-represented in the Administrative Support (-22%) category.

The percentage of underutilization in other categories is relatively small.

## **Step 5 & 6: Objectives and Steps**

### **1. 1. Encourage white males to apply for vacancies in the Administrative Support job category**

- a. The Human Resources Division will participate in recruiting activities to enhance our efforts to reach out to white male applicants. This may include participation in local job fairs and increasing our efforts to recruit at venues that have been successful in attracting white males.
- b. The Human Resources Division shall send job announcements to recruitment sources that have contact with potential job applicants who would increase the Idaho Courts diversity. All job vacancy notices and job advertisements shall contain the statement "The Idaho Courts are an Equal Opportunity Employer."

## **Step 7a: Internal Dissemination**

The Idaho Courts Human Resources Division will post the EEOP Short Form in the electronic newsletter.

The Human Resources Division will distribute the EEOP Short Form to Administrative District Judges, Trial Court Administrators, Division Directors, and Elected Officials in each Judicial District.

A hard copy of the EEOP Short Form will be kept in the Human Resources Office located at 451. W. State St., Boise, ID 83702

## **Step 7b: External Dissemination**

The Human Resources Division will post a pdf copy of the EEOP Short Form on the Idaho Courts website.

The Human Resources Division will include a written statement in all job announcements and other communications with prospective employees that they may obtain a copy of the EEOP Short Form upon request.

**Utilization Analysis Chart**  
**Relevant Labor Market: Idaho**

| Job Categories                        | Male       |                    |                           |                                  |          |   |                   |        | Female     |                    |                           |                                  |        |   |                   |        |
|---------------------------------------|------------|--------------------|---------------------------|----------------------------------|----------|---|-------------------|--------|------------|--------------------|---------------------------|----------------------------------|--------|---|-------------------|--------|
|                                       | White      | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian    | Native Hawaiian or Other Pacific Islander | Two or More Races | Other  | White      | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian  | Native Hawaiian or Other Pacific Islander | Two or More Races | Other  |
| <b>Officials/Administrators</b>       |            |                    |                           |                                  |          |   |                   |        |            |                    |                           |                                  |        |   |                   |        |
| Workforce #/%                         | 7/50%      | 0/0%               | 0/0%                      | 0/0%                             | 1/7%     | 0/0%                                      | 0/0%              | 0/0%   | 6/43%      | 0/0%               | 0/0%                      | 0/0%                             | 0/0%   | 0/0%                                      | 0/0%              | 0/0%   |
| CLS #/%                               | 48,320/60% | 1,825/2%           | 120/0%                    | 180/0%                           | 460/1%   | 20/0%                                     | 405/1%            | 135/0% | 26,985/33% | 1,390/2%           | 80/0%                     | 275/0%                           | 130/0% | 4/0%                                      | 455/1%            | 20/0%  |
| Utilization #/%                       | -10%       | -2%                | -0%                       | -0%                              | 7%       | -0%                                       | -1%               | -0%    | 9%         | -2%                | -0%                       | -0%                              | -0%    | -0%                                       | -1%               | -0%    |
| <b>Professionals</b>                  |            |                    |                           |                                  |          |   |                   |        |            |                    |                           |                                  |        |   |                   |        |
| Workforce #/%                         | 26/38%     | 0/0%               | 1/1%                      | 0/0%                             | 1/1%     | 0/0%                                      | 0/0%              | 0/0%   | 39/57%     | 1/1%               | 0/0%                      | 0/0%                             | 0/0%   | 0/0%                                      | 0/0%              | 0/0%   |
| CLS #/%                               | 47,910/43% | 1,910/2%           | 190/0%                    | 225/0%                           | 1,560/1% | 65/0%                                     | 505/0%            | 220/0% | 55,305/49% | 2,255/2%           | 90/0%                     | 505/0%                           | 935/1% | 65/0%                                     | 555/0%            | 150/0% |
| Utilization #/%                       | -4%        | -2%                | 1%                        | -0%                              | 0%       | -0%                                       | -0%               | -0%    | 8%         | -1%                | -0%                       | -0%                              | -1%    | -0%                                       | -0%               | -0%    |
| <b>Technicians</b>                    |            |                    |                           |                                  |          |   |                   |        |            |                    |                           |                                  |        |   |                   |        |
| Workforce #/%                         | 2/25%      | 0/0%               | 0/0%                      | 0/0%                             | 0/0%     | 0/0%                                      | 0/0%              | 0/0%   | 5/62%      | 1/12%              | 0/0%                      | 0/0%                             | 0/0%   | 0/0%                                      | 0/0%              | 0/0%   |
| CLS #/%                               | 8,050/42%  | 285/1%             | 40/0%                     | 55/0%                            | 225/1%   | 0/0%                                      | 149/1%            | 10/0%  | 9,220/48%  | 515/3%             | 10/0%                     | 155/1%                           | 225/1% | 15/0%                                     | 80/0%             | 95/0%  |
| Utilization #/%                       | -17%       | -1%                | -0%                       | -0%                              | -1%      | 0%  | -1%               | -0%    | 14%        | 10%                | -0%                       | -1%                              | -1%    | -0%                                       | -0%               | -0%    |
| <b>Protective Services: Sworn</b>     |            |                    |                           |                                  |          |   |                   |        |            |                    |                           |                                  |        |   |                   |        |
| Workforce #/%                         | 0/         | 0/                 | 0/                        | 0/                               | 0/       | 0/  | 0/                | 0/     | 0/         | 0/                 | 0/                        | 0/                               | 0/     | 0/  | 0/                | 0/     |
| CLS #/%                               | 8,190/76%  | 450/4%             | 40/0%                     | 170/2%                           | 60/1%    | 0/0%                                      | 105/1%            | 10/0%  | 1,555/14%  | 90/1%              | 35/0%                     | 65/1%                            | 0/0%   | 0/0%                                      | 0/0%              | 0/0%   |
| Utilization #/%                       |            |                    |                           |                                  |          |   |                   |        |            |                    |                           |                                  |        |   |                   |        |
| <b>Protective Services: Non-sworn</b> |            |                    |                           |                                  |          |   |                   |        |            |                    |                           |                                  |        |   |                   |        |
| Workforce #/%                         | 0/         | 0/                 | 0/                        | 0/                               | 0/       | 0/  | 0/                | 0/     | 0/         | 0/                 | 0/                        | 0/                               | 0/     | 0/  | 0/                | 0/     |
| Civilian Labor Force #/%              | 455/33%    | 15/1%              | 0/0%                      | 10/1%                            | 0/0%     | 0/0%                                      | 45/3%             | 0/0%   | 730/54%    | 80/6%              | 15/1%                     | 10/1%                            | 0/0%   | 0/0%                                      | 0/0%              | 0/0%   |
| Utilization #/%                       |            |                    |                           |                                  |          |   |                   |        |            |                    |                           |                                  |        |   |                   |        |
| <b>Administrative Support</b>         |            |                    |                           |                                  |          |   |                   |        |            |                    |                           |                                  |        |   |                   |        |
| Workforce #/%                         | 7/9%       | 0/0%               | 0/0%                      | 0/0%                             | 0/0%     | 0/0%                                      | 0/0%              | 0/0%   | 66/88%     | 0/0%               | 1/1%                      | 0/0%                             | 1/1%   | 0/0%                                      | 0/0%              | 0/0%   |
| CLS #/%                               | 54,390/31% | 4,215/2%           | 395/0%                    | 310/0%                           | 350/0%   | 175/0%                                    | 625/0%            | 85/0%  | 103,570/5% | 7,275/4%           | 430/0%                    | 1,240/1%                         | 885/1% | 270/0%                                    | 1,240/1%          | 330/0% |

| Job Categories             | Male        |                    |                           |                                  |          |   |                   |        | Female      |                    |                           |                                  |          |   |                   |        |
|----------------------------|-------------|--------------------|---------------------------|----------------------------------|----------|---|-------------------|--------|-------------|--------------------|---------------------------|----------------------------------|----------|---|-------------------|--------|
|                            | White       | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian    | Native Hawaiian or Other Pacific Islander | Two or More Races | Other  | White       | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian    | Native Hawaiian or Other Pacific Islander | Two or More Races | Other  |
|                            | %           |                    |                           |                                  |          |   |                   |        | 9%          |                    |                           |                                  |          |   |                   |        |
| Utilization #/%            | -22%        | -2%                | -0%                       | -0%                              | -0%      | -0%                                       | -0%               | -0%    | 29%         | -4%                | 1%                        | -1%                              | 1%       | -0%                                       | -1%               | -0%    |
| <b>Skilled Craft</b>       |             |                    |                           |                                  |          |   |                   |        |             |                    |                           |                                  |          |   |                   |        |
| Workforce #/%              | 0/          | 0/                 | 0/                        | 0/                               | 0/       | 0/  | 0/                | 0/     | 0/          | 0/                 | 0/                        | 0/                               | 0/       | 0/  | 0/                | 0/     |
| CLS #/%                    | 56,625/82 % | 6,800/10 %         | 440/1%                    | 480/1%                           | 290/0%   | 320/0%                                    | 680/1%            | 90/0%  | 2,945/4%    | 450/1%             | 105/0%                    | 75/0%                            | 80/0%    | 0/0%                                      | 40/0%             | 0/0%   |
| Utilization #/%            |             |                    |                           |                                  |          |   |                   |        |             |                    |                           |                                  |          |   |                   |        |
| <b>Service/Maintenance</b> |             |                    |                           |                                  |          |   |                   |        |             |                    |                           |                                  |          |   |                   |        |
| Workforce #/%              | 1/33%       | 0/0%               | 1/33%                     | 0/0%                             | 1/33%    | 0/0%                                      | 0/0%              | 0/0%   | 0/0%        | 0/0%               | 0/0%                      | 0/0%                             | 0/0%     | 0/0%                                      | 0/0%              | 0/0%   |
| CLS #/%                    | 85,065/43 % | 22,040/11 %        | 715/0%                    | 1,230/1%                         | 1,060/1% | 140/0%                                    | 1,455/1%          | 335/0% | 67,395/34 % | 12,505/6 %         | 330/0%                    | 790/0%                           | 1,560/1% | 80/0%                                     | 1,060/1%          | 180/0% |
| Utilization #/%            | -10%        | -11%               | 33%                       | -1%                              | 33%      | -0%                                       | -1%               | -0%    | -34%        | -6%                | -0%                       | -0%                              | -1%      | -0%                                       | -1%               | -0%    |

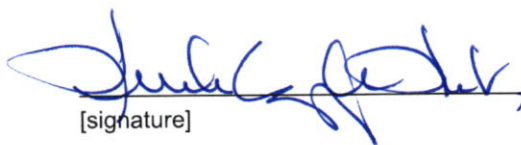


### Significant Underutilization Chart

| Job Categories                | Male  |                    |                           |                                  |       |   |                   |       | Female |                    |                           |                                  |       |   |                   |       |
|-------------------------------|-------|--------------------|---------------------------|----------------------------------|-------|---|-------------------|-------|--------|--------------------|---------------------------|----------------------------------|-------|---|-------------------|-------|
|                               | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other | White  | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other |
| <b>Administrative Support</b> | ✓     |                    |                           |                                  |       |   |                   |       |        |                    |                           |                                  |       |   |                   |       |

I understand the regulatory obligation under 28 C.F.R. § 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEOP Utilization Report.

I have reviewed the foregoing EEOP Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

 Interim Administrative  
Director of the Courts 4/17/15  
[signature] [title] [date]