



CITY OF STOCKTON

OFFICE OF THE CITY MANAGER

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September 27, 2021

MEMORANDUM

TO: Civil Service/Equal Employment Commission

FROM: Harry Black, City Manager, Office of the City Manager

SUBJECT: **2021 ANNUAL EQUAL EMPLOYMENT REPORT**

Introduction

The Office of the City Manager is committed to diversity and equity in the workplace, and a workforce that is representative of the community's diverse population.

Organizational Structure and Responsibilities

Mission: The City Manager's Office provides direction and oversight of all phases of City operations, including City departments and programs. The office prioritizes City Council goals, seeks to effectively comply with policies, and establishes administrative practices within the fiscal and physical abilities of the various City departments.

The Department is committed to furthering the core strategic targets and tiered priorities adopted by the City Council, which include the following:

- Focus on COVID response and recovery
- Develop solutions to address homelessness, including increasing the affordable housing supply
- Focus on crime reduction in focus areas
- Prioritize resource allocation to focus areas within Council Districts
- Prioritize Economic Development

The City Manager is appointed by the City Council to direct the administration and operations of the City under the policy direction of the City Council. The Department supervises the operations of City departments, prepares reports to the City Council on City activities, makes recommendations to Council on policy matters, and carries out the implementation of Council policy. Other functions within the Office of the City Manager include Sustainability initiatives, Performance and Data Analytics, Legislative Analysis, Office of Violence Prevention, Grants, and Citywide leadership training.

The City of Stockton Fiscal Year 2021-22 Budget reaffirms the City's continued efforts in enacting City Council priorities and responding to the pandemic. The upcoming fiscal year will continue to focus on the delivery of quality community services including the expenditure of one-time State and Federal relief dollars to support local residents and strengthen the economy.

Workforce Composition

The Department has 31 full-time budgeted allocated positions as of June 30, 2021; with one (1) vacant Director position in the Office of Violence Prevention and three (3) Outreach Workers. There are 15 females and 12 males serving in the office. The current number of full-time City of Stockton employees is 1,519. Citywide employees are comprised of 1,029 or 68% male, and 490 or 32% female. According to the 2010 Census Bureau gender statistics, half of Stockton's employable population is female while the City's male population is slightly higher.

The overall Department's workforce composition is comprised of 12 or 44% Caucasian, seven or 26% Hispanic, five African American or 19%, and three or 11% Asian individuals. The Office of the City Manager seeks to recruit and retain diverse employees. The following is a race, ethnicity, and gender summary of the office.

Ethnicity	City Manager's Office		Citywide Employees		City of Stockton (Figures Reflect Employable Population Only) Taken from the 2010 U.S. Census Bureau		San Joaquin County (Figures Reflect Employable Population Only) Taken from the 2010 U.S. Census Bureau	
Caucasian	12	44%	800	53%	66,836	23%	246,025	36%
Hispanic	7	26%	442	29%	117,590	40%	266,584	39%
African American	5	19%	86	6%	33,507	12%	48,657	7%
Asian	3	11%	150	10%	61,945	21%	97,999	14%
American Indian	0	0	10	.6%	1,237	0%	3,427	1%
Two or More Races	0	0	25	2%	0	0	0	0
Other	0	0	6	1%	10,592	4%	22,614	3%
Total	27	100%	1,519	100%	291,707	100%	685,306	100%

Gender	City Manager's Office		Citywide Employees		City of Stockton (Figures Reflect Employable Population Only)		San Joaquin County (Figures Reflect Employable Population Only)	
					Taken from the 2010 U.S. Census Bureau		Taken from the 2010 U.S. Census Bureau	
Male	12	44%	1029	68%	142,925	49%	341,230	50%
Female	15	56%	490	32%	148,782	51%	344,076	50%
Total	27	100%	1,519	100%	291,707	100%	685,306	100%

Personnel Changes in the Department

The City Manager's Office works with the Human Resources department to address civil service personnel changes in the Department. During the reporting period, the Department worked to recruit and fill one Deputy City Manager, one Program Manager III position, and four vacancies in the office of violence prevention. The following are the race and ethnicity details concerning the Department:

Filled (1) Caucasian - Deputy City Manager
 Filled (1) Caucasian - Program Manager III
 Vacant (1) – Director, Office of Violence Prevention
 Vacant (2) – Outreach Workers, Office of Violence Prevention
 Vacant (1) – Community Engagement Coordinator

Professional and Diversity Training

The City Manager promotes training opportunities for all staff to enhance personal growth and organizational awareness of current workplace diversity issues. Due to COVID-19 social distancing requirements, a number of in-person conference-style training and in-person recruitment strategies were canceled or postponed. To support ongoing access to professional development, the City Manager made available virtual training to all City staff and is planning to host in-person Leadership Academy training during Fall 2021. The Leadership Academy program will provide up to 26 participants per year with professional and personal leadership training, capstone projects, mentorship, individual assessments, and continuing education opportunities. Employees are encouraged to complete professional development training where possible, which includes but is not limited to the following:

1. City of Stockton sponsored Summer Leadership Speaker Series
 - Performance Management, Governor Martin O'Malley
 - The Future of our Community, City Manager Harry Black
 - Building Diverse & Inclusive Teams, Patricia Martel
 - Leadership Health and Wellness: Thriving in the Public Sector, Charlie Celano

2. International City/County Management Association
 - Emerging Leaders Development Program
 - Leadership ICMA
 - Mid-Career Managers Institute
 - Local Government 101 Online Certificate Program
 - Local Government 201 Online Certificate Program
 - Coaching Webinar: Talent Management in the 21st Century
 - Charting Your Future: Developing Your Personal Strategic Plan
3. Municipal Management Association of Northern California
 - Virtual Summer Webinar Series – Identifying Grant Opportunities
 - Know the Facts: The Power and Pitfalls of Energy Efficiency Project Fees, Rates & Revenue Enhancements – An Overview and Update
 - Tips and Tools to Engage Your Community in a Digital Environment
 - Preparing an Economic Recovery Action Plan
 - Communicating During Crisis
 - The Resilient Leader – Leading with Emotional Courage
 - COVID Case Studies: Community & Business Support Ideas
4. League of California Cities
 - City Manager's Conference
 - Public Works Officers Institute
 - Annual Conference & Expo
 - Municipal Finance Institute
5. Preventing Workplace Harassment, Discrimination, and Retaliation for Supervisors/Managers
6. California Public Employers Labor Relations Association (CALPERLA)
 - Labor Relations Academies: Labor; Negotiations; and Certifications

Recruitment Efforts

The Office of the City Manager seeks to recruit, employ, and retain people of all genders, orientations, races and ethnicities. The department establishes a strong, diverse team through extensive recruiting, soliciting community input during the recruitments process when appropriate, and hiring qualified staff.

Summary

The Office of the City Manager will continue to strengthen equal employment goals, address barriers or challenges as they arise, and establish plans to improve employment opportunities to better serve the community.



HARRY BLACK
CITY MANAGER