

May 15, 2025

TO: CIVIL SERVICE/EQUAL EMPLOYMENT COMMISSION  
FROM: JASMINE PANTOJA, INTERIM DIRECTOR OF HUMAN RESOURCES  
SUBJECT: HUMAN RESOURCES' ANNUAL EQUAL EMPLOYMENT REPORT

### **MISSION STATEMENT**

*"Human Resources is a cohesive, collaborative team of professionals dedicated to attracting, recruiting, hiring and developing a qualified, diverse workforce. We take pride in providing quality and innovative customer driven services and programs to support organizational goals, and to create a healthy and positive work environment for City employees to deliver high-quality service to the citizens of Stockton."*

### **Executive Summary**

The City of Stockton Human Resources Department is proud to present the 2024–2025 Annual Equal Employment Opportunity (EEO) Report. This report reflects the City's ongoing commitment to fostering a diverse, inclusive, and equitable workplace that represents the rich diversity of the Stockton community. The data contained within this report spans the timeline from April 15, 2024 through April 24, 2025.

Over the past year, the department has made great progress in strengthening recruitment outreach, increasing workforce diversity, and expanding professional development and training initiatives. Notably, 80% of new hires in Human Resources during this reporting period identified as diverse candidates, and outreach efforts expanded through increased social media engagement and participation in 12 community and career events.

The department is currently comprised of 33 full-time staff members, with 79% identifying as female and 67% identifying as racially or ethnically diverse. Analysis of the data reveals progress toward better alignment with the diverse demographics of Stockton and San Joaquin County.

Professional development efforts included a broad range of training offerings focused on workplace safety, anti-harassment, customer service, and diversity awareness. Additionally, partnerships with community colleges and universities, and targeted community outreach at diversity-focused events, continue to support inclusive hiring efforts.

Looking ahead, the Human Resources Department has set five strategic DEI goals, including establishing employee resource groups, expanding unconscious bias training, and continuing to build partnerships with diverse professional organizations and educational institutions.

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This report reflects our shared responsibility in building a workforce that is not only inclusive and representative but also reflective of the City of Stockton's values of equity, access, and service excellence.

### **Organizational Structure and Responsibilities**

The Human Resources Department is led by Interim City Manager Steve Colangelo, who serves as the Personnel Officer and administrative head of the City. Under his leadership and the guidance of the Stockton City Council, the department operates with a mission to deliver fair, consistent, and innovative human resource services.

The department's leadership team includes:

- **Jasmine Pantoja**, Interim Director of Human Resources – Oversees the department and all HR functions.
- **Karen Mora**, Interim Assistant Director – Manages Labor/Employee Relations and Risk Services.
- **Maya Reft**, Interim Deputy Director – Oversees Employee Benefits, Workforce Planning, Onboarding, and Payroll.

### **Divisions and Core Functions**

The Human Resources Department is structured into seven specialized divisions, each playing a vital role in ensuring equity, compliance, and operational excellence across City departments:

1. **Labor/Employee Relations**  
Develops, negotiates, and administers policies, labor agreements, and practices that support a fair, inclusive, and respectful workplace.
2. **Workforce Planning**  
Partners with City departments to optimize organizational structures, ensuring the City recruits, retains, and develops a diverse and effective workforce.
3. **Risk Services**  
Proactively safeguards City resources through risk mitigation, employee safety programs, and management of workers' compensation and insurance compliance.
4. **Employee Benefits**  
Administers comprehensive benefits programs to support employee well-being, financial security, and work-life balance.

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**5. Administration**

Provides administrative and clerical support to the department, including processing vendor invoices, and frontline customer service to employees.

**6. Onboarding**

Facilitates pre-employment screenings, new employee orientation, citywide training initiatives, internships, and staff development programs.

**7. Budget/Payroll**

Manages the department budget, vendor contracts, and oversees payroll and MUNIS (the City's Human Resources Information System).

Together, these divisions deliver a full suite of services to City employees and the public, ensuring the Human Resources Department remains a strategic partner in building a diverse workforce.

**Workforce Snapshot: Who We Are**

The Human Resources Department is proud to reflect the vibrant diversity of Stockton and its surrounding region. As of FY 2024–25, the department includes 37 full-time budgeted positions, with four (4) current vacancies across roles such as Director of Human Resources, Senior HR Analysts, and HR Technician.

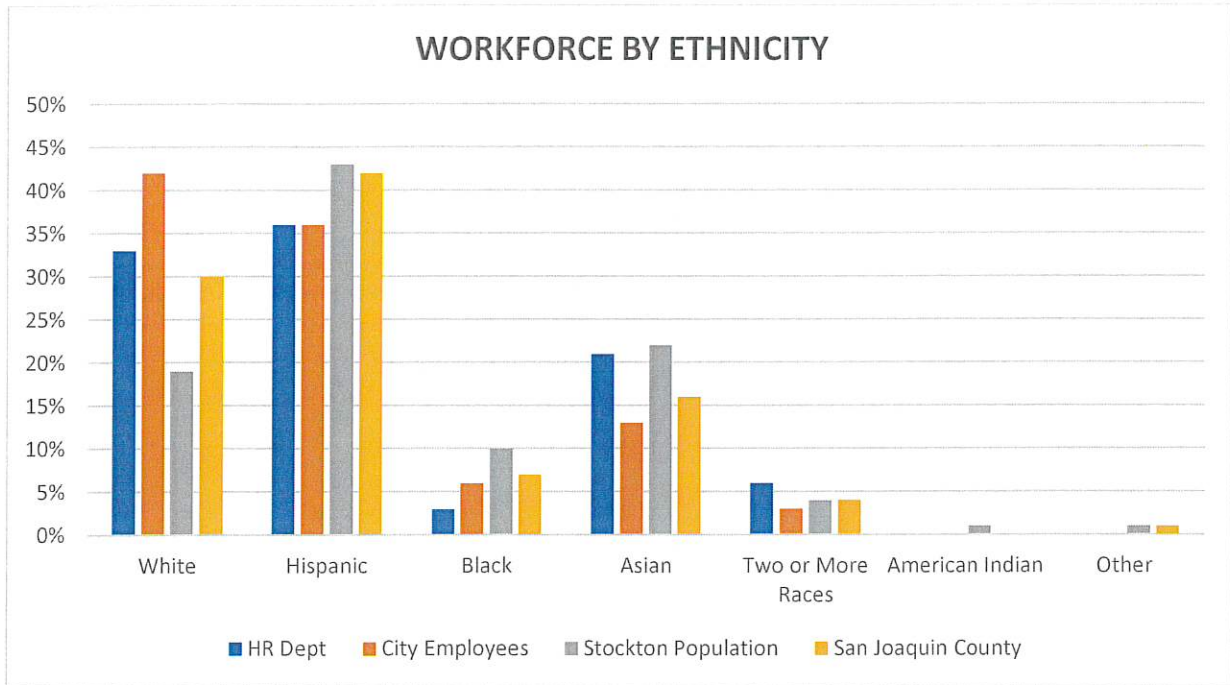
**Current Workforce Composition**

The department's team is made up of dedicated professionals from a variety of backgrounds and experiences. Here's a demographic breakdown of the department's workforce based on self-identified race/ethnicity and gender:

**By Ethnicity:**

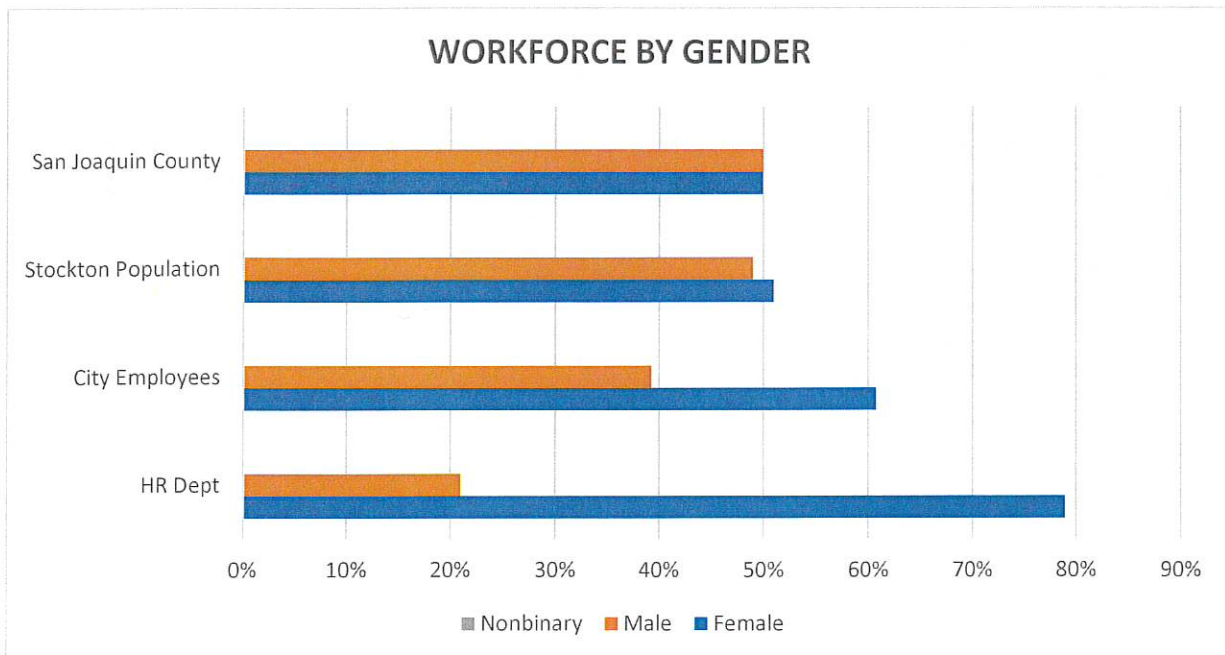
- **White:** 11 employees (33%)
- **Hispanic/Latino:** 12 employees (36%)
- **Asian:** 7 employees (21%)
- **Black/African American:** 1 employee (3%)
- **Two or More Races:** 2 employees (6%)
- **Other / American Indian:** 0 employees (0%)

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**By Gender:**

- **Female:** 26 employees (79%)
- **Male:** 7 employees (21%)
- **Nonbinary:** 0 employees



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These figures are compared in detail to the broader employee base of the City of Stockton and the employable populations in both the City and San Joaquin County. Notably, Human Resources continues to outperform regional averages in Hispanic and Asian representation and has seen growth in Black representation over the previous year.

**Year-over-Year Changes**

Compared to the previous reporting period:

- **White representation** decreased by 10% (from 43% to 33%)
- **Asian representation** increased by 7% (from 14% to 21%)
- **Black representation** increased by 3% (from 0% to 3%)
- **Two or More Races** slightly decreased (from 7% to 6%)
- **Hispanic representation** remained steady at 36%
- **Gender distribution** remains predominantly female (79%), significantly higher than the county average of ~50%

**Departmental Vacancies**

Current full-time vacancies include:

- 1 Director of Human Resources
- 2 Senior Human Resources Analysts
- 1 Human Resources Technician

These openings present an opportunity to continue intentional recruitment efforts that prioritize both skill and diversity, aligned with the department's ongoing EEO goals.

**New Talent and Department Growth**

For the period of time covered by this report, a total of ten (10) full-time positions were filled from open/promotional recruitments. The following is a list of positions filled during this time period:

- (1) Senior Risk Analyst
- (1) Office Assistant II (Confidential)
- (2) Human Resources Technician
- (2) Human Resources Analyst I
- (3) Human Resources Analyst II
- (1) Senior Human Resources Analyst

Of the ten (10) vacancies, eight (8) were filled by employees who self-identified as diverse. These individuals include: five (5) Hispanic females, two (2) Asian females, one (1) Two or More Races male.

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### **Professional and Diversity Training**

Human Resources staff make every effort to provide and attend relevant training for improvement and skill building. Human Resources offered and participated in the following trainings during this reporting period:

1. HR – Workplace Violence Prevention Plan
2. Cybersecurity Awareness for Employees
3. Anti-Harassment Training for all Employees
4. Anti-Harassment Training for Supervisors and Managers
5. Leadership Development: Communication and Emotional Intelligence
6. The Keys to a Harmonious Workplace
7. Effective Communication Skills for Supervisors
8. Preventing Workplace Harassment, Discrimination and Retaliation
9. Supervisor's Role in Workers' Compensation
10. Classification and Compensation
11. Nuts & Bolts: Navigating Common Legal Risks for the Front Line Supervisor
12. Effectively Managing Leaves of Absences and Reasonable Accommodations
13. ADA Bootcamp

### **Recruitment Efforts**

The Workforce Planning division of the Human Resources Department remains committed to strategic outreach initiatives aimed at attracting a qualified, inclusive, and representative candidate pool for all City departments.

Job opportunities are consistently promoted across a broad mix of traditional and digital platforms, including *The Record*, *Modesto Bee*, LinkedIn, Facebook, Instagram, Handshake, and Civic Match. These channels help expand the City's visibility among a diverse range of job seekers. In addition, HR staff actively engages with key professional associations such as the International Public Management Association (IPMA, Mother Lode Chapter), Society for Human Resource Management (SHRM), California Public Employers Labor Relations Association (CalPELRA), Public Agency Risk Managers Association (PARMA), and California Joint Powers Risk Management Association (CJPRMA) in order to connect with professionals in specialized fields.

Outside of digital outreach, the department maintains a strong physical presence in the community through participation in events like WorkNet job fairs, college career days, and regional hiring expos—including the Nonprofit, Environment & Public Sector Job Fair at UC Berkeley. In total, HR staff attended approximately twelve (12) outreach events during the reporting period.

In recognition of the importance of community engagement, staff also prioritized participation in cultural and civic events such as Cinco de Mayo, Juneteenth, and Pride,

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further reinforcing Stockton's commitment to inclusivity and visibility as an employer of choice.

As a result of these efforts, the City received a record 17,783 job applications in the past twelve months, an increase of nearly 4,000 from the previous year's total of 13,801.

### **Summary**

The Human Resources Department remains committed to its role as a strategic partner to the City Council, the Civil Service/Equal Employment Commission, and the Departments, ensuring that every policy, process, and initiative is carried out with fairness, equity, and integrity.

Looking forward, the department will continue deepening its community engagement—working in close partnership with institutions such as the University of the Pacific, California State University Stanislaus, and San Joaquin Delta College to open doors for emerging talent and raise awareness of public service career opportunities within the City of Stockton.

To support this mission, Human Resources has outlined the following Diversity, Equity, and Inclusion (DEI) goals for the upcoming year:

- Expand workforce diversity by actively recruiting and retaining individuals from underrepresented backgrounds and fostering an environment where all employees feel respected, empowered, and supported.
- Strengthen partnerships with professional and community-based organizations that promote diversity in the public sector and connect with candidates reflective of Stockton's rich cultural landscape.
- Establish employee and affinity resource groups (ERGs) to create internal support networks and enhance belonging.
- Foster inclusive leadership and awareness through targeted training in areas such as unconscious bias and equitable decision-making.
- Maintain a visible presence at school events, career fairs, and nonprofit partnerships to ensure Stockton continues to be recognized as an employer of choice committed to equity and opportunity.

With these goals in place, the department continues its focus on building a workforce that reflects the community it serves—one that is skilled, diverse, and aligned with Stockton's values of access, inclusion, and service.

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*Jasmine Pantoja*

JASMINE PANTOJA  
INTERIM DIRECTOR OF HUMAN RESOURCES

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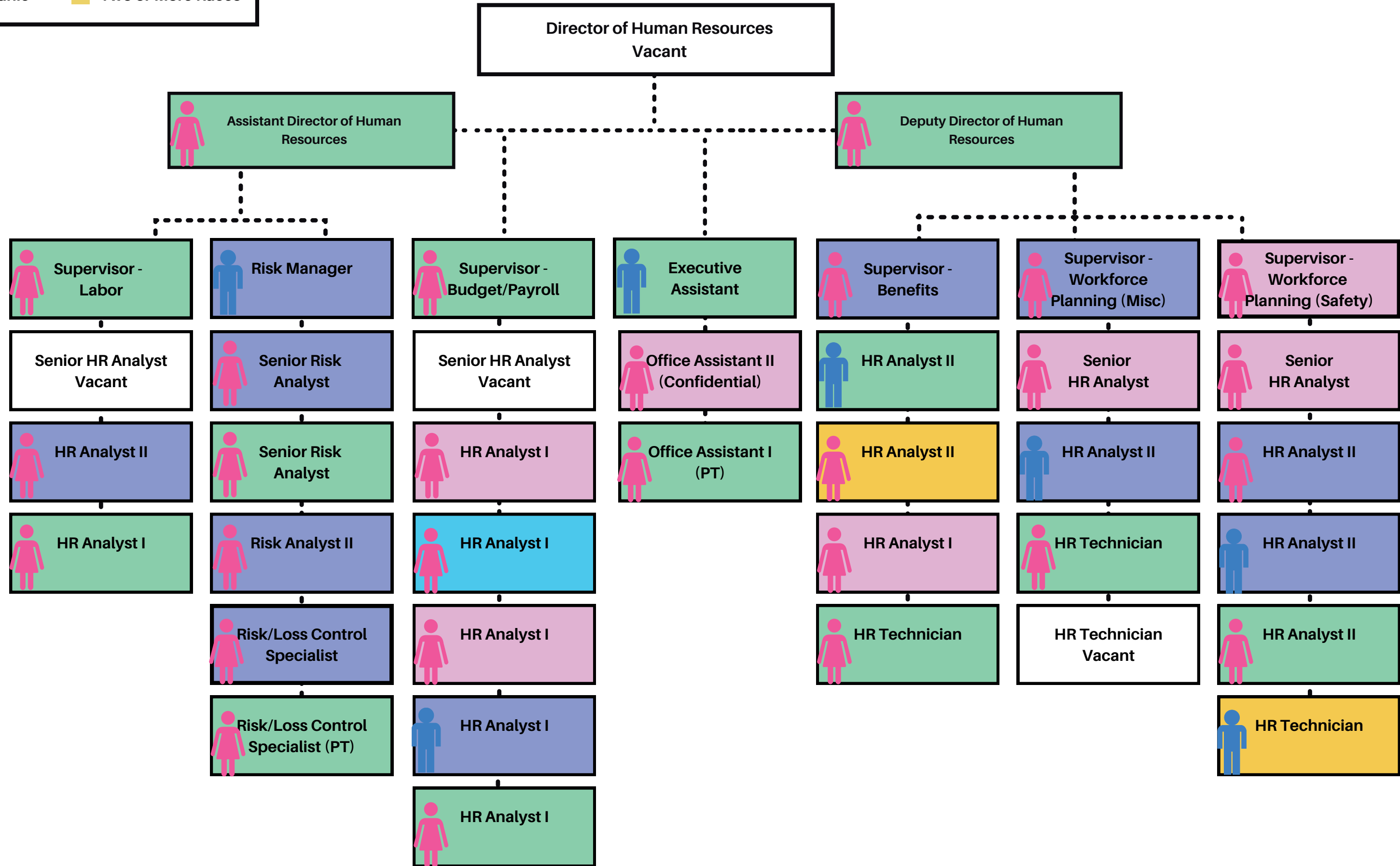
Enclosure: Human Resources Organization Chart



# HUMAN RESOURCES DEPARTMENT

**LEGEND**

- Female
- Male
- White
- Black
- Hispanic
- Asian
- American Indian
- Two or More Races



\*As of 04/24/2025