

EEOP Utilization Report



June 2, 2026

Policy Statement:

It is the policy of Jefferson County to ensure equal opportunity in employment for all employees and applicants. The County will provide, to the maximum extent possible, the same employment, placement, training, promotion, termination, layoff, leaves of absence, salary opportunities and benefits without regard to race, color, religion, sex, national origin, age, disability, veteran status (disabled), sexual orientation, gender identity or expression, or political affiliation. To that end, the County will also promote the full realization of equal opportunity through continuing equal employment opportunity programs that will be an integral part of the total personnel management programs. Jefferson County is an Equal Opportunity Employer. Jefferson County does not discriminate on the basis of genetic information (Title II of the Genetic Information Nondiscrimination Act of 2008 - GINA) with respect to hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

Narrative Underutilization Analysis

The County's Human Resources Department reviewed the Utilization Analysis (comparing the County's workforce to the relevant labor market), and noted the following:

1. Hispanic or Latino representation in the County increased from 7% to 8%, but fails to exceed the availability of Hispanics in the local workforce (16.56%).
2. Females were under-represented in the following categories: Officials & Administrators (-14%) and Service Maintenance (-22%). Overall, female representation in the County increased from 57% to 58% and continues to exceed the availability of females in the local workforce (45%).

In reviewing the Utilization Analysis from two years ago, we have improved in the recruitment and retention of females and minorities in most job categories. As noted, these percentages are based upon population estimates from the U.S. Census Bureau 2023 American Community Survey estimates. Despite these deficits within the County, newly hired females increased from one hundred one (101) to one hundred nine (109); and, newly hired minorities increased from one hundred twenty-five (125) to one hundred thirty-five (135). Jefferson County will continue to focus on objectives and steps to achieve successful recruitment in the above areas, and will use alternate recruitment sources when necessary to attract more qualified external applicants.

Objectives and Steps

1. Encourage females to apply for vacancies with Jefferson County.

The Human Resources Department will target female applicants in this job category (job fairs and educational institutions). Organizations and resources that the County has worked with in the past, such as: Buumon Buddhist Church; Department of Assistive & Rehabilitation Services; Goodwill-Beaumont; Jobs Today; Lamar State College-Port Arthur; Lamar Institute of Technology; Lamar State College-Orange; Magnolia Missionary Baptist; Port Arthur Public Library; Port of Beaumont; Southeast TX Workforce Development Board (setworks.org); St. Catherine of Sienna; St. Joseph Catholic Church; Starlight Baptist Church; Texas Commission for The Blind (DARS); Texas Workforce Career Center; The Office of Hispanic Ministries; Universities in Texas/Louisiana; and others.

2. Encourage minorities to apply for vacancies with Jefferson County.

The Human Resources Department will target Hispanic or Latino and Black or African American applicants (job fairs and educational institutions). Organizations and resources that the County has worked with in the past, such as: Buumon Buddhist Church, Department of Assistive & Rehabilitation Services, Goodwill-Beaumont, Jobs Today, Lamar State College-Port Arthur, Lamar Institute of Technology, Lamar State College-Orange, Magnolia Missionary Baptist, Port Arthur Public Library, Port of Beaumont, Southeast TX Workforce Development Board (setworks.org), St. Catherine of Sienna, St. Joseph Catholic Church, Starlight Baptist Church, Texas Commission for The Blind (DARS), Texas Workforce Career Center, The Office of Hispanic Ministries, Universities in Texas/Louisiana; and others.

Internal Dissemination

Distribute a hard copy to the members of Commissioners Court.

External Dissemination

Post a copy of the Utilization Analysis Report on the Jefferson County public website.

JEFFERSON COUNTY

YEAR-END 2025

TOTAL POPULATION = 1041

Male = 431 (41%)
Majority = 445 (43%)

Female = 610 (59%)
Minority = 596 (57%)
Black = 466 (45%)
Hispanic = 99 (9%)
Other = 31 (3%)

DEPARTMENT GROUP ANALYSIS

Elected Officials (Not included in Total Pop.)		<u>Precincts</u>		Other Depts. Under <u>Comm. Court</u>		Tax <u>Department</u>		County Clerk/ <u>District Clerk</u>		District <u>Attorney</u>	
39 (4%)		59 (6%)		163 (16%)		50 (5%)		58 (6%)		65 (6%)	
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
32	7	52	7	90	73	3	47	4	54	25	40
82%	18%	88%	12%	55%	45%	6%	94%	7%	93%	38%	62%
Majority	Minority	Majority	Minority	Majority	Minority	Majority	Minority	Majority	Minority	Majority	Minority
24	15	28	31	88	75	30	20	24	34	36	29
62%	38%	47%	53%	54%	46%	60%	40%	41%	59%	55%	45%

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DEPARTMENT GROUP ANALYSIS

<u>Sheriff Department</u>		<u>Juvenile Probation</u>		<u>Adult Probation</u>		<u>Purchasing/ Auditing</u>		<u>Courts</u>		<u>Justice of the Peace/Constables</u>		<u>Treasurer</u>	
410 (39%)		49 (5%)		73 (7%)		23 (2%)		45 (4%)		44 (4%)		2 (0%)	
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
214	196	16	33	16	57	0	23	7	38	13	31	1	1
52%	48%	33%	67%	22%	78%	0%	100%	16%	84%	30%	70%	50%	50%
Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.
141	269	8	41	30	43	13	10	31	14	13	31	2	0
34%	66%	16%	84%	41%	59%	57%	43%	69%	31%	30%	70%	100%	-

JEFFERSON COUNTY

YEAR-END 2025

TOTAL POPULATION = 1041

ANALYSIS BY JOB GROUP CATEGORY

Officials & Administrators		Professionals		Technicians		Protective Serv. Workers		Para-Professionals		Administrative Support		Skilled Craft Workers		Service Maintenance	
65 (6%)		193 (19%)		45 (4%)		337 (32%)		4 (0%)		298 (29%)		72 (7%)		27 (3%)	
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
36	29	76	117	29	16	181	156	0	4	16	282	69	3	24	3

MAJORITY/MINORITY ANALYSIS

Majority	Minority	Majority	Minority	Majority	Minority	Majority	Minority	Majority	Minority	Majority	Minority	Majority	Minority	Majority	Minority
44	21	100	93	26	19	96	241	1	3	134	164	36	69	8	19

BLACK MALE/FEMALE ANALYSIS

Black Males	Black Females	Black Males	Black Females	Black Males	Black Females	Black Males	Black Females	Black Males	Black Females	Black Males	Black Females	Black Males	Black Females	Black Males	Black Females
12	6	18	53	6	8	84	120	0	3	10	103	26	2	12	3

HISPANIC MALE/FEMALE ANALYSIS

Hispanic Males	Hispanic Females	Hispanic Males	Hispanic Females	Hispanic Males	Hispanic Females	Hispanic Males	Hispanic Females	Hispanic Males	Hispanic Females	Hispanic Males	Hispanic Females	Hispanic Males	Hispanic Females	Hispanic Males	Hispanic Females
2	1	7	10	2	1	15	8	0	0	1	44	4	0	4	0

JEFFERSON COUNTY

2025 FULL-TIME HIRES

TOTAL - 188

MALE – 75 (40%)
MAJORITY – 69 (37%)

FEMALE – 113 (60%)
MINORITY – 119 (63%)
 (79 Blacks, 27 Hispanics, 13 Other)

Depts. Under Comm. Court	Adult Probation	Juvenile Probation	Elected Officials	Sheriff Department
18	10	14	45	101
10%	5%	7%	24%	54%

ANALYSIS BY CATEGORY

Professionals		Protective Services		Office/ Clerical		Skilled Craft		Service Maintenance		Technicians		Officials		Para Professionals	
24		107		43		8		4		2		0		0	
13%		57%		23%		4%		2%		1%		0%		0%	
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
7	17	53	54	3	40	8	0	3	1	1	1	0	0	0	0
29%	71%	50%	50%	7%	93%	100%	0%	75%	25%	50%	50%	0%	0%	0%	0%
Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.
11	13	34	73	20	23	4	4	0	4	0	2	0	0	0	0
46%	54%	32%	68%	47%	53%	50%	50%	0%	100%	0%	100%	0%	0%	0%	0%

JEFFERSON COUNTY

2025 TERMINATIONS

TOTAL – 173

**MALE – 75
MAJORITY – 67**

**FEMALE – 98
MINORITY – 106**

TERMINATIONS BY SKILL CATEGORIES

Officials & Administrators	Professionals	Technicians	Protective Services	Office/ Clerical	Skilled Craft	Service Maintenance	Para Professionals
2	31	4	97	30	6	3	0
1%	18%	2%	56%	17%	4%	2%	0%

TERMINATIONS BY FUNCTIONAL AREAS

Depts. Under Comm. Courts	Other Elected Officials	Adult/Juvenile Probation	Sheriff's Office	Auditor's Office/Purchasing	Grant Funded
11	35	18	98	4	7
6%	20%	10%	57%	2%	4%

JEFFERSON COUNTY

2025 TERMINATIONS

TOTAL – 173

TERMINATIONS BY TYPE

Voluntary Termination		Involuntary Termination		Administrative Separation		Service Retirement		Completed Job Assignment		Deceased	
97		39		4		29		1		3	
56%		23%		2%		17%		1%		1%	
TERMINATIONS (MAJORITY/MINORITY)											
Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.	Maj.	Min.
44	53	5	34	0	4	16	13	1	0	1	2
45%	55%	13%	87%	0%	100%	55%	45%	100%	0%	33%	67%
TERMINATIONS (MALE/FEMALE)											
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
40	57	18	21	0	4	14	15	1	0	3	0
41%	59%	46%	54%	0%	100%	48%	52%	100%	0%	100%	0%

Utilization Analysis

Plan Date: 01/01/2026

Jefferson County, TX

Job Group	Group Size	Employment (%)		Availability (%)		Underutilization	
		Minority	Female	Minority	Female	Minority	Female
1 – Officials & Administrators	65	33	45	14	27	No 2	No 1
2 – Professionals	193	48	61	29	64	Yes 1	No 1
3 – Technicians	45	42	36	5	24	No 1	No 1
4 – Protective Service Workers	337	70	46	39	23	No 1	No 1
5 – Paraprofessionals	4	75	100	53	91	No 2	No 2
6 – Administrative Support	298	54	95	42	82	No 1	No 1
7 – Skilled Craft Workers	72	51	4	28	6	No 1	No 2
8 – Service Maintenance	27	71	11	54	45	No 2	Yes 2

*Underutilized by less than a whole person
 1 – Two Standard Deviations
 2 – Binomial Distribution