



Finance, Budget and Administration

Jim Martin

Council Initiated:

☐ Yes

☒ No

ECAF: 2023-1265

Motion: 23-466

Type:

☐ Contract

☐ Board Appt.

☐ Code Amendment

☐ Budget Action

☒ Other

Requested Handling:

☒ Normal

☐ Expedite

☐ Urgent

Fund Source:

☐ General Fund

☐ Other

☒ N/A

Executive Rec:

☒ Approve

☐ Do Not Approve

☐ N/A

Approved as to

Form:

☐ Yes

☐ No

☒ N/A

Subject:

Adopting the Snohomish County Executive Branch Equal Employment Opportunity Plan for 2023-2024.

Scope:

The submitted plan uses women and race/ethnic categories (White, Black, Hispanic, Asian/Pacific Islander, and American Indian/Alaska Native) to perform a utilization analysis comparing representation of women and people of color in the County government workforce to the available and qualified labor available in all of Snohomish County. Please note that Snohomish County employees are not required to complete race/ethnic categories in employment documents, but self-identify. Therefore, the utilization/underutilization numbers in the plan may be understated.

Proposed goals for 2023-2024 include:

- Continue to expand virtual EEO training on County policies prohibiting harassment, and retaliation to County supervisors. Increase virtual EEO training opportunities for non-supervisory County personnel.
- Anticipate opportunities for live large group and departmental specific EEO training.
- Continue improving and enhancing New Employee Orientation (NEO) recorded training on County policies.
- Continue work on developing and rolling out a formal County policy addressing workplace conduct expectations, professionalism, and civility.
- Enhance efforts to recruit, hire and retain people of color with an emphasis on Hispanic/Latino, Asian, and Black/African American as consistent with evolving County demographics and the face of the County workforce.
- Continue encouraging and facilitating departmental specific DEI training and awareness of DEI issues.
- Further develop coordination between Human Resources, the EEO Offices, the DEI Committee, and the specific Departments regarding County branding and marketing, development of referral relationships with community sources of qualified candidates for County positions.

Duration: N/A

Authority Granted: N/A

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Background: Snohomish County, through adoption of SCC 3.57.010 is committed “to provide equal employment opportunity to all its employees and applicants for employment, and to assure that there is no discrimination against any person on the basis of his or her race, color, sex, religion, marital status, national origin, age, sexual orientation, citizenship, veteran status, or the presence of any sensory, mental, or physical disability in accordance with state and federal laws.” In addition, Snohomish County will act affirmatively “to eliminate barriers to equal employment opportunity encountered by women and racial minorities and to improve employment opportunities available to specific underutilized groups of women and racial minorities”. Snohomish County Code 3.57.060 requires County Council to adopt an affirmative action plan.

Requested Action: Move to GLS on December 6th for consideration.