

- **Board of Directors**
Legal, Claims and Personnel Committee

May 13, 2003 Board Meeting

10-2

Subject

Semiannual report on diversity for July 1, 2002 through December 31, 2002

Description

Metropolitan's Administrative Code requires that diversity statistics be submitted to the Board semiannually. This report summarizes Metropolitan's diversity efforts for July 1, 2002 through December 31, 2002.

During this six-month period, the Equal Employment Opportunity office began implementing the action items in Metropolitan Water District's Affirmative Action/Nondiscrimination Plan. We promote equal opportunity and diversity in Metropolitan's employment programs, training, and outreach activities. Currently, we are working with the Human Resources recruitment staff to address the underutilization of minorities and women in all job categories. The new apprenticeship program will offer opportunities to increase minority hiring. We are also working to reduce the number of equal employment opportunity complaints through education and training. We encourage all employees to help us support Metropolitan's Affirmative Action efforts.

The following tables, Applicant Rates by Equal Employment Opportunity 4 (EEO4) Category Ethnicity and Gender ([Attachment 1](#)), Personnel Activity by EEO4 Category Regular Employees ([Attachment 2](#)), and Work Force Diversity by EEO4 Job Category Regular Employees ([Attachment 3](#)) summarize the makeup of Metropolitan's work force and applicant pool during the reporting period.

The Diversity Trend Analysis table depicts the changes in Metropolitan's workforce from 1997 to 2002. The trend analysis indicates a steady increase of minority representation in the workforce over the past five years. We have included the 2000 census data for demographic comparison.

Employee Organization Advisory Team (EOAT)

During this reporting period, the EOAT supported and coordinated the activities of the various employee organizations. Every October, Metropolitan celebrates diversity through the coordinated efforts of the various employee organizations. Last October's celebration featured Chief Executive Officer Ronald R. Gastelum's presentation of "Celebrating the Spirit of Diversity." EOAT restructured and changed its focus and purpose, establishing the following committees: Workplace Issues, Cultural Awareness, Community Relations, and Business Committee. Each committee is supported by various members of the organizations within EOAT. EOAT also helped coordinate the 2002 annual employee picnic, participated in the annual Holiday Community Charity Drive, and reviewed and suggested changes in the recruitment process.

EOAT met with the Interim Section Manager of Human Resources and the EEO Program Manager on a number of diversity-related issues raised by the employee organizations. The Executive Office continues to work closely with the EOAT to increase inclusiveness and foster communication to infuse diversity into our business and organizational management.

Metropolitan Workforce Comparison 6/30/02 vs. 12/31/02

Category	6/30/02		12/31/02				
	Number	Percentage	Retired Separated	Adjusted Number	Hires	Adjusted Number	Percentage
Total	1,790		-32	1,758	+54	1,812	
White	1,055	58.9%	-23	1,032	+29	1,061	58.6%
Black	156	8.7%	-2	154	+5	159	8.8%
Hispanic	318	17.8%	-6	312	+10	322	17.8%
Asian	235	13.1%	0	235	+10	245	13.5%
Native American	18	1%	-1	17	0	17	.9%
Total Minority	727	40.6%	-9	718	+25	743	41%
Race Unknown	8	.45%	0	8	0	8	.4%
Males	1,315	73.5%	-24	1,291	+39	1,330	73.4%
Females	475	26.5%	-8	467	+15	482	26.6%

Diversity Analysis

Applicants

Metropolitan processed a total of 1,795 applications of which 879 (49 percent) of the applicants identified themselves as members of protected minority groups. Females accounted for 603 (33.6 percent) of the applicants and whites for 794 (44.2 percent). Unknowns totaled 122 (6.8 percent), 64 unknown by race (3.6 percent) and 58 unknown by gender (3.2 percent).

White		Black		Hispanic		Asian		Native American		Total Minority	Unknown (race/gender)	Males	Females	Total
M	F	M	F	M	F	M	F	M	F					
607	187	104	173	200	126	147	113	12	4	879	122	1,070	603	1,795

Hires

Metropolitan had a total of 54 hires during this period. Of those hired, 25 (46 percent) were minorities, 29 (54 percent) were white and 15 (28 percent) were female.

White		Black		Hispanic		Asian		Native American		Total Minority	Males	Females	Total
M	F	M	F	M	F	M	F	M	F				
23	6	2	3	8	2	6	4	0	0	25	39	15	54

Promotions

A total of 133 promotions occurred during this reporting period. Sixty-one positions (46 percent) were awarded to minorities, 70 positions (53 percent) to whites and 43 positions (32 percent) to females. Two positions (1 percent) were unknown by race.

White		Black		Hispanic		Asian		Native American		Total Minority	Unknown by Race		Males	Females	Total
M	F	M	F	M	F	M	F	M	F		M	F			
50	20	7	8	17	3	13	12	1	0	61	2	0	90	43	133

Retired/Separated

Thirty-two employees retired/separated from Metropolitan during this period. Nine (28 percent) were minorities, 23 (72 percent) were white and 8 (25 percent) were female.

White		Black		Hispanic		Asian		Native American		Total Minority	Males	Females	Total
M	F	M	F	M	F	M	F	M	F				
17	6	1	1	6	0	0	0	0	1	9	24	8	32

Population Demographics by Ethnicity or Race

The total population of the six county service area is 19,187,478. Fifty-nine percent were minorities and forty-one percent were white based on the 2000 Census Data.

Whites	Blacks	Hispanics	Asians	Native Americans	Pacific Islanders	Two or more races	Total Minority	Total
7,935,927	1,354,692	7,349,453	1,926,481	72,392	52,565	495,968	11,251,551	19,187,478
41%	7.1%	38.3%	10.0%	0.4%	0.3%	2.6%	59%	

Diversity Trend Analysis 1997 vs. 2002

	1997		2002		% Change
	Number	Percent	Number	Percent	
Total Employees	1,892		1,812		
Whites	1,183	62.5%	1,061	58.6%	-3.9%
Blacks	151	8%	159	8.8%	+8%
Hispanics	292	15.4%	322	17.8%	+2.4%
Asians	242	12.8%	245	13.5%	+7%
Native Americans	24	1.3%	17	1%	-.3%
Total Minority	709	37.5%	743	41%	+3.5%
Race Unknown	Not Reported	0%	8	.4%	+4%
Males	1,427	75.4%	1,330	73.4%	-2%
Females	465	24.6%	482	26.6%	+2%

Summary

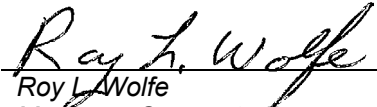

During the past six months the percentage of protected classes in our full-time workforce has increased by .4 percent. However, the five-year trend of diversity efforts at Metropolitan shows that minority representation has increased by 3.5 percent and females by 2 percent.

Policy

Metropolitan Water District Administrative Code § 6304: Semiannual Report on Affirmative Action/Equal Employment Opportunity Policy and Program. Metropolitan Water District Operating Policy No. H-07.

Fiscal Impact

None

 Roy L. Wolfe Manager, Corporate Resources	5/1/2003 Date
 Ronald R. Gastelum Chief Executive Officer	5/1/2003 Date

Attachment 1 – Applicant Rates by EEO4 Category Ethnicity and Gender

Attachment 2 – Personnel Activity by EEO4 Category Regular Employees

Attachment 3 – Workforce Diversity by EEO4 Job Category Regular Employees

BLA #2174



METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA
Applicant Rates by EEO4 Category Ethnicity and Gender 2002
For the Period July 1, 2002 - December 31, 2002

EEO-4 Category Ethnicity and Gender	White			Black			HISPANIC			ASIAN			NAT. AMER.			UNKNOWN				TOTALS		
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	Gender	T	M	F	T
OFFICIALS/ADMINISTRATORS	8	3	11	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	8	3	13
% of Gender by Ethnicity	72.73%	27.27%		0.00%	0.00%		0.00%	0.00%		0.00%	0.00%		0.00%	0.00%		100.00%	0.00%	0.00%		61.54%	23.08%	
% of Total Applicants in Category	61.54%	23.08%	84.62%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	15.38%	0.00%	0.00%	15.38%	61.54%	23.08%	
PROFESSIONALS	187	58	245	24	40	64	32	30	62	92	37	129	2	1	3	32	14	12	58	337	166	561
% of Gender by Ethnicity	76.33%	23.67%		37.50%	62.50%		51.61%	48.39%		71.32%	28.68%		66.67%	33.33%		55.17%	24.14%	20.69%		60.07%	29.59%	
% of Total Applicants in Category	33.33%	10.34%	43.67%	4.28%	7.13%	11.41%	5.70%	5.35%	11.05%	16.40%	6.60%	22.99%	0.36%	0.18%	0.53%	5.70%	2.50%	2.14%	10.34%	60.07%	29.59%	
TECHNICIANS	45	13	58	9	4	13	16	4	20	17	18	35	1	0	1	0	0	4	4	88	39	131
% of Gender by Ethnicity	77.59%	22.41%		69.23%	30.77%		80.00%	20.00%		48.57%	51.43%		100.00%	0.00%		0.00%	0.00%	100.00%		67.18%	29.77%	
% of Total Applicants in Category	34.35%	9.92%	44.27%	6.87%	3.05%	9.92%	12.21%	3.05%	15.27%	12.98%	13.74%	26.72%	0.76%	0.00%	0.76%	0.00%	0.00%	3.05%	3.05%	67.18%	29.77%	
PROTECTIVE SERVICES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% of Gender by Ethnicity	0.00%	0.00%		0.00%	0.00%		0.00%	0.00%		0.00%	0.00%		0.00%	0.00%		0.00%	0.00%	0.00%		0.00%	0.00%	
% of Total Applicants in Category	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
PARAPROFESSIONALS	28	94	122	18	91	109	13	69	82	16	54	70	1	3	4	1	4	16	21	76	311	408
% of Gender by Ethnicity	22.95%	77.05%		16.51%	83.49%		15.85%	84.15%		22.86%	77.14%		25.00%	75.00%		4.76%	19.05%	76.19%		18.63%	76.23%	
% of Total Applicants in Category	6.86%	23.04%	29.90%	4.41%	22.30%	26.72%	3.19%	16.91%	20.10%	3.92%	13.24%	17.16%	0.25%	0.74%	0.98%	0.25%	0.98%	3.92%	5.15%	18.63%	76.23%	
OFFICE & CLERICAL	2	10	12	8	36	44	2	22	24	1	4	5	0	0	0	1	5	9	15	13	72	100
% of Gender by Ethnicity	16.67%	83.33%		18.18%	81.82%		8.33%	91.67%		20.00%	80.00%		0.00%	0.00%		6.67%	33.33%	60.00%		13.00%	72.00%	
% of Total Applicants in Category	2.00%	10.00%	12.00%	8.00%	36.00%	44.00%	2.00%	22.00%	24.00%	1.00%	4.00%	5.00%	0.00%	0.00%	0.00%	1.00%	5.00%	9.00%	15.00%	13.00%	72.00%	
SKILLED CRAFT WORKERS	174	1	175	28	0	28	83	0	83	14	0	14	4	0	4	2	0	17	19	303	1	323
% of Gender by Ethnicity	99.43%	0.57%		100.00%	0.00%		100.00%	0.00%		100.00%	0.00%		100.00%	0.00%		10.53%	0.00%	89.47%		93.81%	0.31%	
% of Total Applicants in Category	53.87%	0.31%	54.18%	8.67%	0.00%	8.67%	25.70%	0.00%	25.70%	4.33%	0.00%	4.33%	1.24%	0.00%	1.24%	0.62%	0.00%	5.26%	5.88%	93.81%	0.31%	
SERVICE-MAINTENANCE	163	8	171	17	2	19	54	1	55	7	0	7	4	0	4	2	1	0	3	245	11	259
% of Gender by Ethnicity	95.32%	4.68%		89.47%	10.53%		98.18%	1.82%		100.00%	0.00%		100.00%	0.00%		66.67%	33.33%	0.00%		94.59%	4.25%	
% of Total Applicants in Category	62.93%	3.09%	66.02%	6.56%	0.77%	7.34%	20.85%	0.39%	21.24%	0.00%	0.00%	2.70%	1.54%	0.00%	1.54%	0.77%	0.39%	0.00%	1.16%	94.59%	4.25%	
ETHNICITY & GENDER TOTALS	607	187	794	104	173	277	200	126	326	147	113	260	12	4	16	40	24	58	122	1070	603	1795
% OF ETHNICITY & GENDER	33.82%	10.42%	44.23%	5.79%	9.64%	15.43%	11.14%	7.02%	18.16%	8.19%	6.30%	14.48%	0.67%	0.22%	0.89%	2.23%	1.34%	3.23%	6.80%	59.61%	33.59%	

**Metropolitan Water District of Southern
Personnel Activity by EEO4 Category for Regular Employees**

Report ID: MHR808A

For the period 07/01/2002 through 12/31/2002

Personnel Action Hire - New Hires

EEO4 Category	Total	Gender		(1)White		(2)Black		(3)Hispanic		(4)Asian		(5)Nat. Amer.		(6)Unknown	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F
Officials and Administrators	2	2	0	0	0	0	0	1	0	1	0	0	0	0	0
Professionals	7	4	3	2	2	0	0	1	1	1	0	0	0	0	0
Technicians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Protective Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Paraprofessionals	2	1	1	1	0	0	0	0	0	0	1	0	0	0	0
Office/Clerical	3	2	1	1	1	0	0	1	0	0	0	0	0	0	0
Skilled Craft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Service Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	14	9	5	4	3	0	0	3	1	2	1	0	0	0	0

**Metropolitan Water District of Southern
Personnel Activity by EEO4 Category for Regular Employees**

Report ID: MHR808A

For the period 07/01/2002 through 12/31/2002

Personnel Action Hire - Replacement

EEO4 Category	Total	Gender		(1)White		(2)Black		(3)Hispanic		(4)Asian		(5)Nat. Amer.		(6)Unknown	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F
Officials and Administrators	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0
Professionals	14	10	4	6	1	0	1	2	1	2	1	0	0	0	0
Technicians	6	4	2	4	2	0	0	0	0	0	0	0	0	0	0
Protective Service	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0
Paraprofessionals	6	2	4	0	0	0	2	0	0	2	2	0	0	0	0
Office/Clerical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Skilled Craft	7	7	0	4	0	1	0	2	0	0	0	0	0	0	0
Service Maintenance	3	3	0	2	0	0	0	1	0	0	0	0	0	0	0
Total	38	28	10	18	3	1	3	5	1	4	3	0	0	0	0

**Metropolitan Water District of Southern
Personnel Activity by EEO4 Category for Regular Employees**

Report ID: MHR808A

For the period 07/01/2002 through 12/31/2002

Personnel Action Promotion

EEO4 Category	Total	Gender		(1)White		(2)Black		(3)Hispanic		(4)Asian		(5)Nat. Amer.		(6)Unknown	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F
Officials and Administrators	21	14	7	11	6	0	0	1	0	1	1	1	0	0	0
Professionals	71	48	23	27	9	4	4	7	1	9	9	0	0	1	0
Technicians	16	14	2	6	0	2	0	3	1	2	1	0	0	1	0
Protective Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Paraprofessionals	8	1	7	1	2	0	3	0	1	0	1	0	0	0	0
Office/Clerical	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0
Skilled Craft	9	9	0	3	0	1	0	4	0	1	0	0	0	0	0
Service Maintenance	7	4	3	2	3	0	0	2	0	0	0	0	0	0	0
Total	133	90	43	50	20	7	8	17	3	13	12	1	0	2	0

**Metropolitan Water District of Southern
Personnel Activity by EEO4 Category for Regular Employees**

Report ID: MHR808A

For the period 07/01/2002 through 12/31/2002

Personnel Action Retired / Separated

EEO4 Category	Total	Gender		(1)White		(2)Black		(3)Hispanic		(4)Asian		(5)Nat. Amer.		(6)Unknown	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F
Officials and Administrators	7	6	1	4	1	1	0	1	0	0	0	0	0	0	0
Professionals	8	6	2	5	2	0	0	1	0	0	0	0	0	0	0
Technicians	6	5	1	5	1	0	0	0	0	0	0	0	0	0	0
Protective Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Paraprofessionals	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0
Office/Clerical	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0
Skilled Craft	7	6	1	3	0	0	0	3	0	0	0	0	1	0	0
Service Maintenance	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0
Total	32	24	8	17	6	1	1	6	0	0	0	0	1	0	0



METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA
 Work Force Diversity by EEO4 Job Category - Regular Employees
 For Period July 1, 2002 - December 31, 2002

EEO-4 Job Category Regular Employees	White	Black	Hispanic	Asian	Native American	Total Minority	Unknown	Male	Female	Totals
OFFICIALS/ADMINISTRATORS	137	14	25	18	3	60	1	162	36	198
% of Total Employees in Category	69.20%	7.10%	12.60%	9.10%	1.50%	30.30%	0.50%	81.80%	18.20%	
PROFESSIONALS	371	54	75	164	3	296	5	446	227	673
% of Total Employees in Category	55.10%	8.00%	11.10%	24.40%	0.50%	44.00%	0.70%	66.30%	33.70%	
TECHNICIANS	183	8	46	24	2	80	1	231	33	264
% of Total Employees in Category	69.30%	3.00%	17.40%	9.10%	0.80%	30.30%	0.40%	87.50%	12.50%	
PROTECTIVE SERVICES	5	0	0	0	0	0	0	5	0	5
% of Total Employees in Category	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	
PARAPROFESSIONALS	56	34	45	22	2	103	0	40	119	159
% of Total Employees in Category	35.20%	21.40%	28.30%	13.80%	1.30%	64.80%	0.00%	25.20%	74.80%	
OFFICE & CLERICAL	23	21	17	7	1	46	1	15	55	70
% of Total Employees in Category	32.90%	30.00%	24.30%	10.00%	1.40%	65.70%	1.40%	21.40%	78.60%	
SKILLED CRAFT WORKERS	241	21	81	9	5	116	0	352	5	357
% of Total Employees in Category	67.50%	5.90%	22.70%	2.50%	1.40%	32.50%	0.00%	98.60%	1.40%	
SERVICE-MAINTENANCE	45	7	33	1	1	42	0	79	7	86
% of Total Employees in Category	52.30%	8.10%	38.30%	1.20%	1.20%	48.80%	0.00%	91.90%	8.10%	
ETHNICITY & GENDER TOTALS	1061	159	322	245	17	743	8	1330	482	1812
% OF ETHNICITY & GENDER	58.60%	8.80%	17.80%	13.50%	0.90%	41.00%	0.40%	73.40%	26.60%	