



2020-2022 Metropolitan Council State Affirmative Action Plan (AAP)

Metropolitan Council State Affirmative Action Plan (AAP)

- **Purpose:** To assure that positions in the executive branch of the civil service are equally accessible to all qualified persons, and to eliminate the underutilization of qualified members of protected groups.
- Covers SFYs **2020-2022**
- Submitted to Minnesota Management & Budget (MMB) for review and approval
- Does not require Council approval
- Must be signed by :
 - The Regional Administrator
 - The Council's Affirmative Action Officer
 - The Council's Director of HR

Roles & Responsibilities:

- **Regional Administrator** - provide executive leadership of the Council's diversity, equal opportunity and affirmative action programs.
- **Affirmative Action Officer** - Implement, direct, and manage the Council's diversity, affirmative action and equal opportunity policies and programs.
- **HR Director** - Develop, recommend and administer a human resources system that is consistent with and promotes diversity, equal opportunity and affirmative action objectives.

Roles & Responsibilities Cont.:

- **Americans with Disabilities Act (ADA) Title I Coordinator** - ensure the Council's compliance with the ADA Title I – Employment, in accordance with the ADA - as amended, and the Minnesota Human Rights Act.
- **Americans with Disabilities Act (ADA) Title II Coordinator** - ensure the Council's compliance with the ADA Title II – Public Services, in accordance with the ADA as amended, and the Minnesota Human Rights Act.
- **All Council Employees** - conducting themselves in accordance with the Metropolitan Council's policies on equal employment opportunity, affirmative action, discrimination, harassment, inappropriate behavior and respectful workplace.

State AAP Key Components:

- **Executive Summary**
- Communication of the Plan
- **Utilization/Availability Analysis, Establishment of Goals & Timetables**
- **Progress & Personnel Activity Reports**
- Corrective Actions & Action-Oriented Programs
- Method of Auditing, Evaluating & Reporting Program Success

Executive Summary:

Workforce Underutilization Analysis of Protected Groups (x indicates the job categories and protected groups that have underutilization.)

Job Categories	Women	People of Color	Individuals with Disabilities
Officials & Administrators	X		X
Professionals	X		X
Technicians	X		X
Protected Services: Sworn	X		X
Protected Services: Non-sworn			
Paraprofessionals	X		
Office/Clericals	X		X
Skilled Craft	X	X	X
Service Maintenance	X		X

*Data Range: July 1, 2018 – June 30, 2020



Progress & Personnel Activity Reports:

Data Range July 1, 2018 – June 30, 2020

- **WOMEN**

- Women represented approximately 25.3% of the Council's workforce. There was a total of 1177 separations during the reporting period. Women accounted for 31.6% of all separations (includes retirement). This is higher than the total workforce representation.

- **PEOPLE OF COLOR**

- People of Color represented approximately 35.4% of the Council's workforce. There was a total of 1177 separations during the reporting period. People of color accounted for 42.1% of all separations. This is higher than the total workforce representation.

- **INDIVIDUALS WITH DISABILITIES**

- Individuals with disabilities represent approximately 2.4% of the Council's workforce. There was a total of 1177 separations during the reporting period. Individuals with disabilities accounted for 2.0% of all separations.

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