

Resolution No. 1996-95

A RESOLUTION ESTABLISHING 1996 AFFIRMATIVE ACTION GOALS
FOR EQUAL EMPLOYMENT OPPORTUNITY AND FOR THE GREATER
CLEVELAND REGIONAL TRANSIT AUTHORITY

WHEREAS, the Civil Rights Act of 1964, as Amended, provides: Section 601. "No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal Financial Assistance"; and

WHEREAS, the Mass Transit System Transfer Agreement and the Bylaws of the Greater Cleveland Regional Transit Authority both provide that the Authority shall take affirmative action to insure that there is no discrimination in employment and in contractual business relationships; and

WHEREAS, on February 22, 1977, the Board of Trustees of the Greater Cleveland Regional Transit Authority adopted an affirmative action plan for the Authority (Resolution No. 1977-67) which was amended on September 5, 1978 by Resolution No. 1978-252; and

WHEREAS, on July 26, 1988, the U. S. Department of Transportation, Federal Transportation Administration published Circular 4704.1, entitled Equal Employment Opportunity Program Guidelines For Grant Recipients, Circular 4702.1, dated May 26, 1988, entitled Title VI Program Guidelines For Federal Transportation Administration Recipients; and

WHEREAS, it became necessary to update the Affirmative Action Plan, Part I, that was adopted on September 5, 1978 in order that the Authority may more fully comply with the requirements and guidelines published in the aforesaid circulars, by including employment statistics and action program information; and

WHEREAS, pursuant to the affirmative action plan the General Manager has met with executive staff to determine the goals for 1996 for the employment of minorities and women; and

WHEREAS, said goals have been determined using the minimum criteria established in the federal rules and regulations and in the Authority's affirmative action plan.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority:

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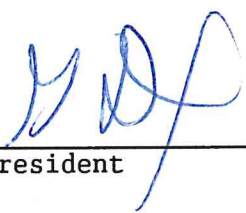
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Section 1. That the Affirmative Action Goals for the employment of minorities and women for the year 1996 as set forth in Attachment A-1 which is fully incorporated herein, be and they are hereby adopted.

Section 2. That this resolution is effective immediately upon its adoption.

Attachment A-1 1996 Affirmative Action Goals

Adopted: July 16, 1996



President

Attest: 

General Manager/Secretary-Treasurer

ATTACHMENT A-1

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
DIVISIONAL GOALS

1996 Affirmative Action Goals

SYSTEM WIDE

EEO Job Category	Needed to Achieve Parity		Projected 1996 Vacancies	1996 Goals		Projected Year Parity Achieved		
	Minority	Female		Minority	Female	Yr-2	Yr-3	Yr-4
Officials	4			1				3
Administrators		9	0		3			1
Professionals	N/A			N/A				
		69	22		5			44
Technicians	N/A			N/A				
		15	4		2			13
Protective Services	10			2				
		19	99		3			9
Para-Professionals	10			2				8
		31	1		1			29
Office & Clerical	14			8				
		N/A	18		N/A			
Semi & Skilled Craft	N/A			N/A				
		32	48		N/A			
Service/Maintenance	N/A			N/A				
		55	4		7			48
Operators	N/A			N/A				
		N/A	156		N/A			
Total	*28	*230	352	11	21			155

* Number needed to reach parity will be spread over the long term.

** N/A means not applicable since there was no underutilization and no goals were set.

*** Projected 1996 Vacancies resulted from a combination of positions budgeted and departmental expectancies i.e., attrition, expansion, promotion, transfers, terminations.

04-10-96

ATTACHMENT A-2

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

WORKFORCE PROFILE
as of December, 1995

EEO Job Category	Total Employees	Minority Males						Minority Females				Percent of Cat. Total	Workforce Availability	Under-utilized	Min. Female		
		Male	Female	Black	Amer. Indian	Hispanic	Other	Asian Amer.	Amer. Indian	Hispanic	Other					Min.	Total
Officials/ Administrators	41	35	6	8		1								22.0	30.4	Yes	M
Professionals	277	210	67	98	3	4								14.6	36.5	Yes	F
Technicians	73	67	6	16										37.9	17.0	No	M
Protective Services	156	133	23	29		7								24.2	48.9	Yes	F
Para-Professionals	99	69	30	22		1								21.9	14.9	No	M
Office & Clerical	212	54	158	30			1							8.2	27.8	Yes	F
Semi & Skilled Craft	401	396	5	108	1	5								23.1	20.9	No	M
Service/ Maintenance	265	216	49	137		7								14.7	26.3	Yes	F
Operators	1308	876	432	731	1	15								23.2	32.6	Yes	M
Totals	2832	2056	776	1179	5	40	3				1	9		30.3	60.9	Yes	F
														14.6	21.2	Yes	M
														74.5	66.2	No	F
														28.4	15.1	No	M
														1.3	9.1	Yes	F
														54.7	36.3	No	M
														18.5	39.2	Yes	F
														57.2	30.6	No	M
														33.0	17.4	No	F

Total Minority Males = 1,227 (43%)
Total Females = 776 (27%)

Single count
02-15-96

ATTACHMENT A-3

DESCRIPTION OF JOB CATEGORIES

- A. OFFICIALS and ADMINISTRATORS: Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis. INCLUDES: department heads, bureau chiefs, division chiefs, directors, deputy directors, controllers, wardens, sheriffs, police and fire chiefs and inspectors, examiners (bank, hearing, motor vehicle, warehouse), inspectors (construction, building, safety, rent-and-housing, fire, A.B.C. Board, License, diary, livestock, transportation), assessors, tax appraisers and investigators, coroners, farm managers, and kindred workers.
- B. PROFESSIONALS: Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. INCLUDES: personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dieticians, lawyers, system analysts, accountants, engineers, employment and vocational rehabilitation counselors, teachers or instructors, police and fire captains and lieutenants, superintendents, assistant superintendents, supervisors, librarians, management analysts, airplane pilots and navigators, and kindred workers.
- C. TECHNICIANS: Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. INCLUDES: computer programmers, drafters, surveyors, licensed practical nurses, photographers, radio operators, technical illustrators, highway technicians, technicals (medical, dental, electronic, physical sciences), police and fire sergeants, inspectors (production or processing inspectors, testers and weighers), and kindred workers.
- D. PROTECTIVE SERVICE WORKERS: Occupations in which workers are entrusted with public safety, security and protection from destructive forces. INCLUDES: police patrol officers, fire fighters, guards, deputy sheriffs, bailiffs, correctional officers, detectives, marshals, harbor patrol officers, game and fish wardens, park rangers (except maintenance), and kindred workers.

- E. PARAPROFESSIONALS: Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion under a "New Careers" concept. INCLUDES: research assistants, medical aids, child support workers, policy auxiliary welfare service aids, assistant supervisors, recreation assistants, homemakers aids, home health aides, library assistants and clerks, ambulance drivers and attendants, and kindred workers.
- F. OFFICE and CLERICAL (ADMINISTRATIVE SUPPORT (SALES)): Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. INCLUDES: bookkeepers, messengers, clerk-typists, stenographers, court transcribers, hearing reporters, clerks, office machine and computer operators, telephone operators, legal assistants, sales workers, cashiers, toll collectors, and kindred workers.
- G. SKILLED CRAFT & SEMI-SKILLED CRAFT WORKERS: Occupations in which workers perform jobs which may require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. INCLUDES: mechanics and repairers, electricians, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, compositors and typesetters, power plant operators, water and sewage treatment plant operators, and kindred workers.
- H. SERVICE-MAINTENANCE WORKERS: Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. INCLUDES: laundry and dry cleaning operatives, garage laborers, custodial employees, gardeners and groundkeepers, refuse collectors, construction laborers, park rangers (maintenance), farm workers (except managers), craft apprentices/trainees, helpers, truck drivers and kindred workers.
- I. OPERATORS: Occupations in which workers primary job is the operation of passenger-carrying vehicles, whether or not they operate the vehicle in revenue-producing service. INCLUDES: chauffeurs, truck drivers, bus drivers, rail drivers, trainees, and kindred workers.

B. PROFESSIONALS (Cont'd):

Superintendents
Assistant Superintendents
Librarians
Management Analysts
Airplane Pilots & Navigators
Kindred Workers

E. PARAPROFESSIONALS (Cont'd):

Library Assistants & Clerks
Ambulance Drivers & Attendants
Kindred Workers

H. OFFICE and CLERICAL
(ADMINISTRATIVE SUPPORT (SALES)):

Bookkeepers
Messengers
Clerk-Typists
Stenographers
Court Transcribers
Hearing Reporters
Statistical Clerks
Dispatchers
License Distributors
Payroll Clerks
Office Machine & Computer Operators
Telephone Operators
Legal Assistants
Sales Workers & Cashiers
Toll Collectors
Kindred Workers

H. SERVICE-MAINTENANCE WORKERS:

Laundry & Dry Cleaning
Operatives
Garage Laborers
Custodial Employees
Gardeners & Groundkeepers
Refuse Collectors
Construction Laborers
Park Rangers - maintenance
Farm Workers - except managers
Craft Apprentices/Trainees/
Helpers
Truck Drivers

G. SKILLED CRAFT & SEMI-SKILLED
CRAFT WORKERS:

Mechanics & Repairers
Electricians
Heavy Equipment Operators
Stationary Engineers
Skilled Machining Occupations
Carpenters
Compositors & Typesetters
Power Plant Operators
Water & Sewage Treatment
Plant Operators
Kindred Workers

I. OPERATORS:

Bus Drivers
Rail Drivers
Chauffeurs
Truck Drivers