

RESOLUTION NO. 2000- 65

A RESOLUTION ESTABLISHING 2000 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, entitle Title VI Program Guidelines For Federal Transportation Administration Recipients; and

WHEREAS, the Authority's Affirmative Action Plan requires that the General Manager review and establish goals on an annual basis for employing minorities and women; and

WHEREAS, pursuant to the Affirmative Action Plan the General Manager has met with executive staff to determine the goals for 2000 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; and

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

Section 1. That the Affirmative Action Goals for the employment of minorities and women for the year 2000 as set forth in Attachment A which is fully incorporated herein and further identified by the certificate of the General Manager/Secretary-Treasurer, be and they are hereby adopted.

Section 2. That this resolution shall become effective immediately upon its adoption.
Attachment A 2000 Affirmative Action Goals.

Adopted: _____ April 25 _____, 2000

Attest: _____
CEO/Secretary -Treasurer

President

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

PROPOSED 2000 AFFIRMATIVE ACTION GOALS

SYSTEMWIDE

EEO JOB CATEGORY	Needed to Achieve Parity		Projected 2000 Vacancies	2000 Goals		Projected Year Parity Achieved		
	Minority	Female		Minority	Female	YR - 2	YR - 3	YR - 4
Officials/	5		7	2				3
Administrators		2			2			
Professionals	N/A		35	N/A				
		68			17			
Technicians	N/A		8	N/A				
		18			2			
Protective	N/A		26	N/A				
Services		18			7			
Para-	12		8	2				10
Professionals		29			4			
ice &	16		8	2				14
Clerical		N/A			N/A			
Semi &	N/A		33	N/A				
Skilled Craft		32			3			
Service	N/A		10	N/A				
Maintenance		45			4			
Operators	N/A		116	N/A				
		N/A			N/A			
TOTAL	33	212	251	6	39		33	190

* 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 2000 Vacancies resulted from a combination of positions budgeted and system wide expectancies i.e., reorganization, attrition, expansion, promotion, transfers, and terminations.

JOB CATEGORIES

The following is a list of job title, which may be included under each of the major job categories. A sample of job titles specific to GCRTA is in italicized shaded text.

A. Officials & Administrators	B. Professionals	C. Technicians	D. Protective Service Workers	E. Paraprofessionals	F. Office & Clerical	G. Skilled & Semi-Skilled Craft	H. Service Maintenance	I. Operators
<i>Department Heads</i>	Personnel Workers	<i>Computer</i>	Police Patrol Officers	Research Assistants	Bookkeepers	Mechanics	Laundry & Dry	Bus Drivers
Bureau Chiefs	Labor Relations Workers	Drafters & Surveyors	Bailiffs & Correctional Officers	Child Support Workers	Messengers	Heavy Equipment Operators	Garbage Laborers	Rail Drivers
Division Chiefs	<i>Lawyers</i>	Photographers	Fire Fighters	Medical Aides	<i>Clerk-Typists</i>	Repairers	Refuse Collectors	Chauffeurs
<i>Directors</i>	<i>Employee Benefits Specialist</i>	Radio Operators	Detectives & Marshals		Court Transcribers	Skilled Machining Occupations	Custodial Employees	Truck Drivers
Deputy Directors	Psychologists	Technicians	Deputy Sheriffs	Asst. Supervisors	Stenographers	Carpenters	Craft Apprentice	<i>Student Driver</i>
Controllers	Registered Nurses	Police Sergeants	<i>Security Monitor</i>	Recreation Assts.	Dispatchers	Electricians	Craft Trainee	<i>PT Operator</i>
Wardens	<i>Systems Administrator</i>	<i>Transit Police Sergeants</i>	<i>Transit Police Officer</i>	Homemaker Aides	Payroll Clerks	Stationary Engineers	Truck Drivers	<i>CRT Operator</i>
Sheriffs	<i>Engineers</i>	Inspectors		Home Health Aides	Telephone Op.	Typesetters	Construction	<i>Bus Operator</i>
Police, Fire Chiefs & Inspectors	Systems Analyst & Accountants	<i>General Supervisor-CBMF</i>		Library Asst. & Clerks	Office Machine & Computer Op.	Power Plant Operators	Gardeners & Groundskeepers	<i>Community Circulator Operator</i>
Examiners- bank	Teachers/ Counselors	<i>Help Desk Operator</i>		<i>Legal Intern</i>	<i>Legal Asst.</i>	<i>Certified Welder</i>	<i>Maintainer</i>	<i>Part - Time Bus Operator</i>
Inspectors- construction, fire	Employment Counselors	<i>Computer Operator - Revenue</i>		<i>Workers Comp. Investigator</i>	<i>Revenue Clerks</i>	<i>Equipment Servicer</i>	<i>Janitor</i>	<i>Part - Time Community Circulator Op.</i>
<i>Dir. of Government Relations</i>	Police Captains	<i>Jr. Program Analyst</i>		<i>Service Monitor</i>	<i>Maintenance Clerks</i>	<i>Body Mechanic</i>	<i>Laborer Helper</i>	<i>Part - Time CRT Operator</i>
<i>Director, Accounting</i>	Police Lieutenants	<i>Service Inspector</i>		<i>Schedule Analyst</i>	<i>Materiels Clerk</i>	<i>Equipment Maintainer</i>	<i>Janitor Leader</i>	
<i>Chief Adjuster</i>	<i>Supervisors</i>	<i>Construction Insp.</i>		<i>Parts Expeditor</i>	<i>Claims Clerks</i>	<i>Signal Maintainer</i>	<i>PT Hostler</i>	
<i>Director, Bus Equipment</i>	<i>Security Systems Supervisor</i>	<i>Programmer Analyst</i>		<i>Medical Services Specialist</i>	<i>Money Handlers</i>	<i>Track Maintainer</i>	<i>Laborer</i>	
<i>Director, Rail Transportation</i>	<i>Property/ Grants Analyst</i>	<i>Coach Inspector</i>		<i>Records Coordinator</i>	<i>Customer Service Rep.</i>	<i>Line Maintainer</i>	<i>Hostler</i>	
<i>AGM - Materiel</i>	<i>Operating Instructor</i>	<i>Crew Chief</i>		<i>Paralegal</i>	<i>CARRS Operator</i>	<i>Upholsterer</i>	<i>Vehicle Servicer</i>	
<i>Director, Internal Audit</i>	<i>Zone Supervisor</i>	<i>General Supervisor - CBM</i>		<i>Staff Assistant</i>	<i>Dup Mach. Shop Operator</i>	<i>Material Handler/Stock Clerk</i>	<i>Maintenance Helper</i>	
<i>Director - OEO</i>	<i>Senior Accountant</i>	<i>Transportation Safety Specialist</i>		<i>Schedules Analyst</i>	<i>CRT Telephone Operator</i>	<i>RT Equip Body Mechanic</i>	<i>Material Handler Leader</i>	
<i>Superintendent - Traffic</i>	<i>Asst. Contract Admin.</i>	<i>Security Technician</i>		<i>Planning Analyst</i>	<i>Records Mgt. Clerk</i>	<i>RT Equip Electrician</i>	<i>Supervisor - Janitorial Services</i>	
	<i>Supervisor - Bus Operations</i>	<i>Lead Substation Maintainer</i>		<i>Asst. Operating Instructor</i>	<i>CRT Dispatcher</i>	<i>Machinist</i>	<i>Stop Sign Maintainer</i>	

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

1999 AFFIRMATIVE ACTION GOALS

SYSTEMWIDE

EEO JOB CATEGORY	Needed to Achieve Parity		Projected 1999 Vacancies	1999 Goals	
	Minority	Female		Minority	Female
Officials/ Administrators	1		8	1	
Professionals	N/A	5	42	N/A	3
Technicians	N/A	68	3	N/A	21
Protective Services	N/A	16	8	N/A	1
Para-Professionals	12	19	6	2	2
Office & Clerical	13	30	22	5	4
Semi & Skilled Craft	N/A	N/A	45	N/A	N/A
Service Maintenance	N/A	32	13	N/A	4
Operators	N/A	50	50	N/A	5
		N/A			N/A
TOTAL	26	220	197	9	40

LEGEND:

EEO Job Category – Job openings as defined by the EEOC for State and Local Government.

Needed to Achieve Parity – Number of minority/female needed such that utilization equals the availability of these persons in the labor market area used.

N/A – Means not applicable since there was no underutilization and no goals were set.

Projected 1999 Vacancies – Number of positions resulting from a combination of positions budgeted and system wide expectancies i.e., attrition, expansion, reorganization, promotion, and terminations.

1999 Goals – Targets attainable during the 1999 year by means of applying good faith efforts.

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
WORKFORCE PROFILE
AS OF DECEMBER, 1999

EEO Job Category	Total Employees	Male	Female	Minority Males					Minority Females					Percent Of Cat. Total	Workforce Availability	Under-utilized	Minority/Female
				Black	Asian Am.	Am. Indian	Hispanic	Other Min.	Black	Asian Am.	Am. Indian	Hispanic	Other Min.				
Officials/ Administrators	34	24	10	4	0	0	1	0	4	0	0	0	0	14.7 29.4	30.4 36.5	YES YES	M F
Professionals	299	221	78	99	3	0	3	0	55	0	0	1	0	35.1 26.1	17 48.9	NO YES	M F
Technicians	89	82	7	18	0	0	2	0	3	0	0	0	0	22.5 7.9	14.9 27.8	NO YES	M F
Protective Services	144	124	20	32	0	0	6	0	13	0	0	2	0	26.4 13.9	20.9 26.3	NO YES	M F
Para-Professionals	96	67	29	18	0	0	0	0	22	0	0	1	0	19.8 30.2	32.6 60.9	YES YES	M F
Office & Clerical	229	58	171	32	0	0	1	0	136	0	0	2	0	14.4 74.7	21.2 66.2	YES NO	M F
Semi & Skilled Craft	418	412	6	121	0	0	6	0	6	0	0	0	0	30.4 1.4	15.1 9.1	NO YES	M F
Service/ Maintenance	275	212	63	159	0	1	6	0	57	0	0	1	0	60.4 22.9	36.3 39.2	NO YES	M F
Operators	1411	907	503	763	1	1	16	0	479	0	1	4	0	55.4 35.6	30.6 17.4	NO NO	M F
Totals	2995	2107	887	1246	4	2	41	0	775	0	1	11					

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
WORKFORCE PROFILE
AS OF DECEMBER, 1998

EEO Job Category	Total Employees	Male	Female	Minority Males					Minority Females					Percent Of Cat. Total	Workforce Availability	Under-utilized	Minority/Female
				Black	Asian Am.	Am. Indian	Hispanic	Other Min.	Black	Asian Am.	Am. Indian	Hispanic	Other Min.				
Officials/ Administrators	33	26	7	8	0	0	1	0	3	0	0	0	0	27.3 21.2	30.4 36.5	Yes Yes	M F
Professionals	293	221	72	96	4	0	4	0	50	0	1	1	0	35.5 24.6	17.0 48.9	No Yes	M F
Technicians	91	82	9	17	0	0	2	0	4	0	0	0	0	20.9 9.9	14.9 27.8	No Yes	M F
Protective Services	155	133	22	34	0	0	6	0	14	0	0	2	0	25.8 14.2	20.9 26.3	No Yes	M F
Para- Professionals	98	68	30	19	0	0	1	0	23	0	0	1	0	20.4 30.6	32.6 60.9	Yes Yes	M F
Office & Clerical	219	56	163	32	0	1	0	0	128	0	0	2	0	15.1 74.4	21.2 66.2	Yes No	M F
Semi & Skilled Craft	417	411	6	121	1	0	7	0	6	0	0	0	0	30.9 1.4	15.1 9.1	No Yes	M F
Service/ Maintenance	278	219	59	141	0	1	7	0	55	0	0	1	0	53.6 21.2	36.3 39.2	No Yes	M F
Operators	1365	877	488	734	1	1	15	0	460	0	1	5	0	55.0 35.8	30.6 17.4	No No	M F
Totals	2949	2093	856	1202	6	3	43	0	743	0	2	12	0				

PROGRESS REPORT
1999 AFFIRMATIVE ACTION GOALS (SYSTEMWIDE)

	Official/ Admin.	Professional	Technician	Prot. Service	Para- Professional	Office & Clerical	Skilled & Semi	Service Main	Operator
WMale	7	21	3	5	5	3	21	8	17
WFemale	1	8	0	0	2	0	0	3	5
BMale	0	14	3	8	5	2	9	30	88
BFemale	2	14	0	2	3	6	1	20	55
HMale	0	0	1	2	0	0	0	0	1
HFemale	0	0	0	0	0	0	0	0	0
AMale	0	0	0	0	0	0	0	0	0
AFemale	0	0	0	0	0	0	0	0	0
Other	0	0	1	0	0	0	0	0	0
Total									
M. Male	0	14	4	10	5	2	9	30	89
Female	3	22	1	2	5	6	1	23	60