



HUMAN RESOURCES DEPARTMENT
FORT BEND COUNTY, TEXAS

Kent Edwards, PHR
Director of Human Resources

To: Judge KP George
Commissioner Vincent Morales, Jr.
Commissioner Grady Prestage
Commissioner Andy Meyers
Commissioner Ken DeMerchant

From: Kent Edwards

Date: April 1, 2020

Subject: Equal Employment Opportunity Plan

Please review and approve the attached Equal Employment Opportunity Certification Form and the Equal Employment Opportunity Plan Report (EEOP) for Fort Bend County that was prepared by Human Resources. As a government agency that has received federal grant funding, we are required to practice equal opportunity employment and obtain and retain certain employment data related to the race, national origin and sex of the recipient's workforce. Furthermore, the DOJ requires that certain grant recipients complete the EEO Utilization Report and certify that the form has been completed and is on file with the employer.

To prepare this EEOP report, we completed a Workforce Utilization Analysis which compares the sex and racial diversity of our workforce (Fort Bend County as an employer) as of March 2020 with that of Fort Bend County as a whole per the 2010 Census. Areas of under-utilization as identified by the Utilization Analysis must then be addressed in narrative form. Employers must prepare Objectives and Steps to Achieve Objectives as well as internal and external dissemination procedures.

Please contact Carolyn Manville in Human Resources if you have any questions regarding any part of the EEOP Report or the EEO requirements.