



HUMAN RESOURCES DEPARTMENT
FORT BEND COUNTY, TEXAS

Nicole Ledet
Director of Human Resources

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

From: Nicole Ledet

Date: September 7, 2021

Subject: Equal Employment Opportunity Utilization Report and Equal Employment Opportunity Plan

Attached please find the Equal Employment Opportunity Utilization Report and the Equal Employment Opportunity Plan (EEO Plan) for Fort Bend County. As a recipient of federal funding from the United States Department of Justice (DOJ) subject to these civil rights requirements, the DOJ requires that federal grant recipients ensure equal opportunity in employment to prevent discrimination against an employee or applicant. Recipients must obtain and retain certain employment data related to the race, national origin and sex of the recipient's workforce. The County is required to complete an EEO Utilization Report and submit it to the DOJ. In addition, DOJ requires recipients to create and implement an EEO Plan which describes in detail the recipient's efforts to ensure equal employment opportunities to men and women regardless of sex, race or national origin. The attached EEO Report and EEO Plan were prepared by the Human Resources Department and are being submitted to Commissioners Court for review and approval.

To prepare the EEO Report, Human Resources completed a workforce utilization analysis which compares the sex and racial diversity of our workforce (Fort Bend County as an employer) as of September 2020 with that of Fort Bend County as a whole per the 2010 Census. Areas of under-utilization as identified by the Utilization Analysis were then addressed in narrative form. The EEO Plan must also include EEO objectives and steps to achieve objectives, as well as internal and external dissemination procedures for the Plan.

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