# LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY 



# EQUAL EMPLOYMENT OPPORTUNITY/ AFFIRMATIVE ACTION PLAN 1998 

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## INTRODUCTION

The Los Angeles County Metropolitan Transportation Authority (MTA) is a public entity and a county transportation commission created by the Los Angeles County Metropolitan Transportation Reform Act of 1992, codified at section 130050.2 et seq. of the California Public Utilities Code. In December 1996, the Public Transportation Services Corporation (PTSC) was created by MTA as a public entity and a governmental nonprofit public benefit corporation under the California Nonprofit Public Benefit Corporation Law. While distinct entities, MTA and PTSC are jointly covered by this equal opportunity/affirmative action plan and will be referred to throughout this document as "MTA/PTSC."

It is the intent of MTA/PTSC to promote diversity in the workplace and to comply with applicable Department of Transportation Federal Transit Administration (FTA) Civil Rights requirements as well as other federal, state, and local laws prohibiting discrimination.

MTA/PTSC is an equal opportunity employer committed to assuring that all personnel activities facilitate the creation of a workforce reflective of the diverse community we serve and from which we recruit: MTA/PTSC's Equal Employment Opportunity/Affirmative Action Plan (EEO/AAP) has been developed to formalize its commitment to diversity and equal employment opportunity and to address areas of underutilization.

## BACKGROUND

In September 1993, an Equal Employment Opportunity/Affirmative Action Plan was adopted by the MTA Board of Directors (and subsequently by PTSC). The Plan was developed in conformance with federal requirements and submitted to the Federal Transit Administration (FTA). The EEO/AAP 1995 Update, which was revised and resubmitted in December 1995, was given final approval by FTA on September 18, 1996. From 1993 to the date of final acceptance, the MTA operated under a conditionally approved plan.

Since 1995, a number of personnel, structural, and organizational changes have occurred within the MTA that affect implementation of the EEO/AAP. In addition to the creation of PTSC noted above, some of the key events include:

Structural Reorganization- Within the past year, there has been significant structural reorganization throughout the agency. The EEO Department was also restructured and now reports to the Executive Officer of Human Resources. The current MTA/PTSC, Human Resources, and Equal Employment Opportunity organizational structures are included as Appendices TA-1C.

Re-structuring Plañ- In July 1998, FTA approved MTA/PTSC's Re-structuring Plan in response to a projected budget shortfall and changing agency-wide priorities.

Consent Decree-MTA/PTSC entered into a Consent Degree in October 1996 to settle a Title VI lawsuit filed by transit-dependent bus riders. As a result of the Consent Decree, MTA/PTSC was required to modify its long-range plans, major capital projects, and annual budgets.

Debt Management Plan - MTA/PTSC has taken a number of steps to ensure that existing and proposed long-term debt structures do not jeopardize overall financial viability and solvency. The Debt Management Plan was developed to forecast financial activities, particularly local sales tax receipts, a primary source of revenues dedicated to debt repayment.

Union Agreements - In' 1997, new Collective Bargaining Agreements were negotiated and entered into with all the existing unions representing MTA employees. As of the preparation of this update, non-contract employees, including most professional, para-professional, technical and office/clerical staff, are considering whether or not to form a union.

BDOF Drivers - A new Bus Operator designation, "Business District Operation Facility" (BDOF), was created to fill the increased need for drivers. The goal is to fill 300 BDOF vacancies per year.

Lay Offs - In Fall 1997 and Spring 1998, layoffs affected 126 employees, most of whom were non-contract. Some of the employees laid off were rehired into different positions.

Transit Police Merger - The MTA/PTSC Transit Police Unit was disbanded in 1997 as a result of an arrangement entered into with the Los Angeles County Sheriff's Department and the City of Los Angeles Police Department. The merger affected more than two-thirds of the Protective Service Category (which totaled 383 at the time of the 1995 Update), leaving only those designated as Security Guard I, Security Guard II, and Service Inspector within the MTA/PTSC Transit Security unit.

Proposition 209 - Passed by California voters in 1996, Proposition 209 prohibits the state, local governments, districts, public universities, colleges, and schools, and other government instrumentalities from discriminating against or giving preferential treatment to any individual or group in public employment, public education, or public contracting on the basis of race, sex, color, ethnicity, or national origin. Proposition 209 has had very little effect on MTA/PTSC's adherence to its EEO/AAP; which is mandated by federal law. However, in light of Proposition 209, there is some uncertainty regarding the past state requirement that goals be established based on the higher of either (1) labor market area availability (the raw availability figure for women or minorities having requisite skills in the immediate area) or (2) availability estimates that factor in or "weigh" data specific to MTA/PTSC's current employees and applicants for employment. Until this matter is settled, MTA/PTSC will continue to use the higher of the two figures in determining goals.

## I. PURPOSE

Affirmative Action means taking specific steps to eliminate discrimination and its effects. Its purpose is to ensure non-discriminatory results and practices now and in the future, and to continue good faith efforts toward ultimate achievement of an MTA/PTSC workforce that reflects minority and female availability in the relevant market areas.

This document is an update of the 1993 and 1995 EEO/AA Plan and Update. It has been developed in conformance with the Equal Employment Opportunity Program guidelines set forth in UMTA (FTA) Circular C4704.1. It also conforms to Government Code, Section 12990 and its implementing regulations, California Code of Regulations, Title 2, Division 4, Chapter 5, as administered by the California Department of Fair Employment and Housing.

The EEO/AAP, along with referenced policies and procedures, provides a management strategy to ensure continued adherence to equal employment opportunity and to address, wherever it exists, the underutilization of women and minorities in the workforce. It updates basic objectives and responsibilities to reflect an evolving organizational structure and affirms the obligation of administrative and managerial staff to assure effective implementation of MTA/PTSC's EEO/AA Program and supporting procedures.

This update includes the following changes from the 1993/1995 Plan and Update:

- New EEO Policy that expands protections based on Sexual Orientation and further references protections covered by the American With Disabilities Act, the Pregnancy Discrimination Act, the Family and Medical Leave Act, and the California Family Rights Act (CFRA)
- Incorporation of new electronic media (i.e., E-mail and Intranet Website) in the dissemination of internal communication
- New organizational charts to reflect current structure
- Designation of the day-to-day responsibility for overall effectiveness and implementation of the EEO/AAP to the Executive Officer of Human Resources
- Development of new "Super Departments" that reflect the current structural alignments
- Revised Employment Utilization Goals


## II. DISSEMINATION OF EQUAL EMPLOYMENT OPPORTUNITY POLICY

Effective implementation of an EEO/AAP requires widespread dissemination of relevant policies and procedures. Following are examples of internal and external methods of communicating MTA/PTSC's commitment to and expectations regarding equal opportunity and affirmative action.

## A. Internal Dissemination

## MTA/PTSC Policy Statement

MTA/PTSC EEO Policy Statement EO 1-1, signed by the Chief Executive Officer (CEO), is disseminated to all MTA/PTSC employees and is updated annually (Appendix 2A).

The policy is incorporated into MTA/PTSC's Uniform Personnel Policies Manual which affirms that "it is the policy of MTA/PTSC that decisions affecting employment practices such as recruitment, hiring, training, promotions, terminations, transfers, layoffs, compensation, benefits, education and tuition reimbursement, and other terms and conditions of employment shall be made without regard to sex (including sexual orientation), race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (including cancer), age (over 40), marital status, veteran status, or any other status protected by applicable federal or state statutes. The policy shall also protect employees exercising their rights under the Family and Medical Leave Act, the Pregnancy Discrimination Act, and related statutes. Employment practices will be reviewed routinely to ensure consistency with this policy."

In addition to EO 1-1, MTA/PTSC has adopted the following EEO policies:

- EO 1-2 Affirmative Action - Ensures MTA/PTSC's compliance with applicable federal and state laws and regulations providing for equal employment opportunity by establishing affimative action employment goals and procedures for recruitment, selection and hiring (Appendix 2B)
- EOT-3 Harassment - Provides policy and procedures to ensure a work environment for all employees that is free from intimidating, hostile or offensive behavior, in compliance with federal and state provisions against discrimination (Appendix 2C)
- EO $1-4$ Internal Complaint Process - Provides a formal mechanism for bringing alleged diseriminatory employment practices to management's attention so that corrective measares nay be implemented. Provides employees with a mechanism for resolving problems when they believe they have been discriminated against in the terms and conditions of employment. Outlines the responsibilities of those involved
in the internal complaint process. Establishes the procedures and steps to be followed in the filing, investigation and resolution of complaints (Appendix 2D)


## Internal Communication

Articles and notices pertaining to EEO policies and program accomplishments are periodically included in MTA/PTSC publications. MTA/PTSC EEO Policy Statement, along with various state and federal posters, and other appropriate information are conspicuously posted on employee bulletin boards throughout the agency. In addition to articles, notices, and posters, additional internal communication efforts include:

- Development of EEO Department Brochure, "Equal Opportunity Policies and Procedures," that briefly explains nondiscrimination policies, responsibilities of the office, and the process for filing a complaint
- Display of informational brochures from California's Division of Fair Employment and Housing, such as "Discrimination is Against the Law" and "Sexual Harassment is Forbidden by Law"
- Distribution of "Helpful Hints" regarding compliance with EEO/AA policies
- Electronic mail notices of EEO events
- Periodic announcements about the availability and purpose of the Affirmative Action Plan


## Management Meetings

Meetings; roundtable discussions, and training sessions are held with all levels of managers and supervisory personnel to assure compliance with EEO policy. Managers are provided assistance in identifying problem areas and formulating effective solutions. Reports on EEO accomplishments and concerns are regularly shared with top management for their information, feedback, and recommendations.

## Union Relations

EEO Policies and Procedures and the MTA/PTSC Policy Statement are periodically communicated to union officials. Contractual provisions are reviewed to ensure that they are nondiscriminatory and consistent with the goals of this plan.

## Communicating to Employees

- The EEO Department conducts and/or sponsors programs and participates in various Human Resources training panels to educate and advise employees and management regarding EEO/AA requirements and to enable them to understand and relate the legal
requirements to their day-to-day responsibilities. EEO sponsored training has included Diversity Training, Sexual Harassment Prevention, "Day of Dialogue on Race," and an Equal Opportunity Summit. Human Resource Training panels that discuss EEO issues include New Employee Orientation, Front Line Supervisor Training, Management Orientation Program, Performance Appraisal Training, Leaves of Absence Management Training, and Transit Institute Training.
- EEO Policies are reviewed with all employees during their initial employee orientation. Supervisors and managers, as part of the Front Line Supervisor Training and as part of their ongoing management career development, receive regular training on issues pertaining to EEO, such as Sexual Harassment Prevention and Managing Diversity.
- Information on Civil Rights and EEO laws and regulations is disseminated regularly to MTA/PTSC employees, and EEO staff are available on a walk-in basis or via telephone to provide counsel and advice to employees concerning their rights and protections relative to non-discrimination laws.
- Technical and outreach visits are regularly conducted throughout the agency by EEO staff to ensure that employees and management located in satellite offices are provided the same opportunity to receive training on EEO issues, employee and management advisory counseling, and problem intervention.
- A newly created EEO Intranet Website allows employees with computer access to review EO Policies, Frequently Asked Questions (FAQs), and information on filing complaints of discrimination.


## B. External Dissemination

## Recruiting Sources

Recruiting sources are contacted and reviewed by the Human Resources and EO Department on an ongoing basis to assure their continued effectiveness as sources for providing a diversity of qualified applicants. These sources include a broad spectrum of professional, minority, female, disabled and disadvantaged community agencies and educational institutions. They are informed of MTA/PTSC's EEO Policies and apprised of any policy changes.

## Prospective Employees

All job announcements and other related advertisements and communications note that MTAPTSC is an Equal Opportunity Employer In addition to standard posting and advertising, applicants are able to access application forms, up-to-date job listings with detailed job information, and background information regarding MTA/PTSC via the Internet.

## Employment Applications

MTA/PTSC employment applications and other forms are revised on an as-needed basis to ensure compliance with State and Federal nondiscrimination laws and regulations. They were last revised on September 1997 and include a tear off section for the voluntary EEO information requested of applicants (Appendices 3A-3B).

## III. DESIGNATION OF PERSONNEL RESPONSIBILITY

As part of its efforts to ensure equal opportunity in all aspects of the Authority's employment activities, MTA/PTSC has designated specific EEO/AAP responsibilities to various staff. To that end, the CEO, the Executive Officer of Human Resources, and the Equal Employment Opportunity Manager have direct responsibilities for ensuring agency wide compliance with the EEO/AAP. Executive Officers, Managers and Supervisors also have EEO/AAP obligations, and their responsibilities are described below.

## A. Authority and Responsibility

The authority and responsibility for developing and implementing the EEO/AAP is vested in MTA/PTSC's CEO. The CEO has delegated the day-to-day responsibility of ensuring compliance to the Executive Officer of Human Resources.

As delegated through the CEO, the Executive Officer of Human Resources is responsible for providing leadership in the effective adoption and implementation of MTA/PTSC's EEO/AAP and for assuring that it is consistent with applicable laws, regulations, policies and guidelines. In addition, the Executive Officer of Human Resources is responsible for the design, ongoing coordination, and evaluation of such programs, as well as for the assessment of managerial and supervisory staff concerning the fulfillment of their responsibilities for affirmative action.

Management and supervisory staff within each organizational unit are responsible for oversight and consistency in the implementation of the program on a daily basis.

## B. Organizational Responsibilities

## Board of Directors

The Board of Directors of MTA and PTSC will adopt policies for their respective agencies that assure the provision of sufficient resources to administer the EEO/AAP in an effective manner.

## Chief Executive Officer (CEO)

The CEO will exercise personal leadership and provide overall policy direction in establishing and maintaining an effective EEO/AA Program within MTA/PTSC. The CEO has the ultimate responsibility for management of MTA/PTSC's EEO/AA Program, and for ensuring that the program operates in accordance with legislative mandates and regulations: Under the general direction and supervision of the CEO, the Executive Officers will provide support for the EEO/AAP in their respective areas of responsibility, as set forth below.

## Executive Officers, Managing Directors, and Directors

Executive Officers, Managing Directors, Directors and their management staff shall promote EEO/AAP efforts within their respective organizational units by:

- Ensuring that directors, managers and other supervisory personnel under their direction are apprised of MTA/PTSC's equal opportunity policy and commitment and are held accountable for their individual efforts in this area
- Taking prompt and positive action to eliminate possible discrimination within their respective units. This action includes identifying and correcting any possible reprisals resulting from the filing of discrimination complaints
- Working closely with EEO staff to eliminate or prevent barriers to equal opportunity within the scope of their responsibilities. This requires, but is not limited to, the following responsibilities:
- Review statistical representation of minorities and women at all levels within their respective departments and work with EEO staff to correct any identified deficiencies
- Review and evaluate the performance of their supervisors and managers as to their compliance with and promotion of MTA/PTSC's EEO/AAP
- Provide maximum feasible opportunities to all qualified employees to enhance their skills through on-the-job and other developmental training programs so that they may advance in accordance with their potential
- Work with the Executive Officer of Human Resources and EEO staff to comply with all of the requirements of the policies set forth in the EEO/AAP


## Executive Officer of Human Resources

Human Resources - The Executive Officer of Human Resources, in his/her capacity as the individual responsible for all personnel matters, shall ensure that all Human Resources
procedures are in compliance with applicable civil rights legislation and that they reflect MTA/PTSC's commitment to equal employment opportunity. The Executive Officer of Human Resources will have the ongoing responsibility to:

- Take necessary measures to ensure that staff members involved in the employment process use objective, job-related standards in connection with their duties. This responsibility applies to anyone who recruits, interviews, selects, transfers, promotes, trains, recommends, disciplines, terminates or is involved in other personnel actions
- Communicate EEO/AAP related policies, as well as employment needs, to recruitment sources and solicit their assistance on a continuing basis without regard to sex (including sexual orientation), race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (including cancer), age (over 40), marital status, veteran status, or any other status protected by applicable federal or state statutes
- Incorporate MTA/PTSC's EEO employment goals within employee selection procedures on a regular basis to ensure that protected groups and individuals are not disproportionately screened out.

Equal Opportunity - The Executive Officer of Human Resources, in his/her capacity as the individual responsible for Equal Opportunity, shall assume day-to-day responsibility for overall effectiveness and implementation of the EEO/AAP. The Executive Officer of Human Resources shall:

- Ensure that EEO policies and practices are designed effectively to achieve the goals of the EEO/AAP and are in compliance with all relevant governmental guidelines
- Monitor the EEO/AAP and report periodically on its progress to the Chief Executive Officer
- Provide guidance to the Manager of EEO
- Support the Manager of EEO in encouraging MTA/PTSC management staff to actively participate in the effective implementation of the program
- Work directly with the committees which are responsible for EEO policy decisions related to MTA/PTSC personnel matters
- Rule on appeals of complaint determinations reached by the EEO Department


## Human Resources Manager of Development and Training

Human Resources Manager of Development and Training shall ensure that development and
training programs are available to all qualified employees in a nondiscriminatory manner. This includes the responsibility to:

- Coordinate and cooperate with the EEO Department in providing career development, counseling and guidance to all employees
- Provide training opportunities for the development and promotion of all qualified employees through various agency training programs, tuition reimbursement, presupervisory programs and other development and/or action oriented programs
- Provide training that allows underutilized employee groups to better compete for positions in which there is under-representation
- Coordinate and cooperate with the EEO Department in developing and providing Civil Rights training (e.g., Sexual Harassment Prevention and Managing Diversity) to managers and supervisors


## Managers and Supervisors

Managers and supervisors will support those to whom they report in carrying out management's commitment to the EEO/AAP. Individuals at all managerial levels will be responsible for ensuring that subtle and overt forms of discrimination are eliminated within their respective work areas. Managers and supervisors are delegated responsibility to:

- Ensure that all qualified persons regardless of sex (including sexual orientation), race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (including cancer), age (over 40), marital status, veteran status, or any other status protected by applicable federal or state statutes are given equal opportunity for promotion, transfer and training, etc.
- Initiate, guide, and take necessary actions for implementing equal employment opportunities at all grade levels
- Ensure nondiscrimination in any employment practice including, but not limited to, recruitment, selection, assignment, transfer, promotion, discipline, lay-off, termination, compensation, benefits, social, recreational and training programming, commendation, and docunient management activity in the above personnel action
- Support MTA/PTSC EEO policies by subscribing to the intent and goals of the program, participate in relevant EEO training, and assist EEO Department staff in implementing and monitoring the EEO/AAP
- Receive general training on related EEO-related issues and attend mandatory training on Sexual Harassment Prevention and Managing Diversity


## C. Implementation Responsibility

## Manager of Equal Employment Opportunity

The Manager of Equal Employment Opportunity shall report directly to the Executive Officer of Human Resources and shall have the support of executive management to develop, administer, monitor and evaluate MTA/PTSC's EEO/AAP. The Manager shall:

- Plan, develop, implement and monitor achievement of the annual MTA/PTSC's EEO/AAP. This latter function includes monitoring recruitment and selection efforts and reviewing and making a determination regarding a hiring department's decision to select a candidate inconsistent with that department's $\mathrm{EEO} / \mathrm{AA}$ goals.
- Direct, formulate, interpret and implement EEO policies, procedures, and guidelines in compliance with state and federal EEO regulations,
- Ensure EEO awareness/diversity training is provided to MTA/PTSC employees
- Periodically review EEO/AAP information to ensure continued agency and departmental compliance
- Review and analyze existing and new EEO legislation, professional literature, and court decisions and recommend appropriate changes to MTA/PTSC polices to ensure continued compliance with EEO requirements
- Assess the need for developing community based pre-employment and employment training to meet MTA/PTSC needs
- Represent MTA/PTSC to community groups, governmental regulatory agencies public officials and professional organizations, including interdepartmental and outside task forces or committees, and make presentations concerning MTA/PTSC EEO policies, procedures and practices
- Conduct EEO research and analyses and prepare statistical and narrative reports to the CEO, Board of Directors, regulatory agencies and public entities
- Consult with, and advise, MTA/PTSC management and staff regarding EEO policies and procedures, as well as complex and/or unique EEO concerns
- Direct the investigation and resolution of EEO related complaints, including complaints pertaining to sexual harassment, retaliation for filing complaints, and claims resulting from the exercising of rights covered by the Americans with Disabilities Act (ADA), Family and Medical Leave Act, the Pregnancy Discrimination Act, and related statutes
- Assist other MTA/PTSC departments with investigations and/or resolution of complaints
alleging violation of Title VI of the Civil Rights Act, Americans with Disabilities Act, and related laws
- Interface with enforcement and regulatory agencies and attend hearings in an effort to resolve discrimination complaints
- Provide recognition to employees, supervisors, managers and organizational units demonstrating outstanding performance in achieving equal employment opportunity goals and objectives
- Review (and concur or challenge as appropriate) personnel actions, including selection, assignment, advance step placement, reclassification, transfer, promotion, discipline, layoff, and termination, to ensure compliance with laws and MTA/PTSC EEO/AAP goals.


## Equal Employment Opportunity Staff

Equal Employment Opportunity Staff shall report directly to the Manager of Equal Employment Opportunity and will act on his/her behalf when so directed. At the direction of the manager, EEO staff shall:

- Develop annual organizational employment goals
- Disseminate information to MTA/PTSC employees regarding Civil Rights and EEO laws and regulations
- Provide counsel and advice to employees concerning their rights and protections under Civil Rights and EEO laws
- Investigate complaints regarding alleged EEO violations, attempt mediation between parties and recommend solutions whenever possible
- Assist in updating, monitoring and evaluating MTA/PTSC progress and/or performance relative to EEO goals, policies and procedures
- Develop and conduct EEO training programs for MTA/PTSC as well as for MTA/PTSC contractors and sub-contractors
- Research and analyze existing and new EEO legislation, professional literature and court decisions, and recommend appropriate changes in MTA/PTSC EEO policies and procedures to ensure compliance
- Interface with federal and state regulatory agencies during the course of EEO complaint investigation and resolution
- Liaison with union officials to resolve EEO related issues
- Address community and professional organizations concerning EEO issues
- Maintain EEO files and ensure that the confidentiality of the files is kept at all times
- Establish for each formal complaint an investigation file, which includes the formal complaint, witness statements, copies of or extracts from records, policy statements, and regulations of MTA/PTSC, as well as any other relevant evidence necessary to make a determination on the allegations
- Ensure implementation of agreements reached between enforcement agencies, employees and MTA/PTSC

The EEO Unit will pursue a program of technical assistance and communication as follows:

- Provide each executive staff member, director, manager and supervisor with a copy of the updated Affirmative Action Plan and hiring goals for implementation
- Ensure that proper posters and notices are conspicuously displayed and that management staff is kept apprised of new developments in the area of EEO/AA
- Conduct EEO awareness training classes for executives, directors, managers, supervisors, and employees as appropriate, in order to assist them in the implementation of the EEO/AAP
- Assist managers in their contacts with community groups that encourage equal employment opportunity
- Provide one-on-one technical assistance and counseling in the area of Civil Rights when requested by management and employees


## IV. WORK FORCE, AVAILABILITY AND UTILIZATION ANALYSES

Updated work force, availability and utilization analyses were conducted to assess MTA/PTSC's current EEO/AAP compliance and to identify those job categories where further efforts may be needed to ensure that minorities and women are represented in MTA/PTSC's work force at levels consistent with their availability in the relevant labor market. These analyses were also conducted to establish the framework for goals and other affirmative actions necessary to correct underutilization.

## A. Workforce Analysis

As in the 1995 Updated workforce analysis, the current EEO/AAP utilizes nine (9) major EEO categories for grouping the various job titles.* The categories are:

- Officials and Administrators
- Professionals
- Technicians
- Protective Service**
- Paraprofessionals
- Office/Clerical
- Skilled Craft
- Service/Maintenance Operators
- Bus Drivers/Train Operators
* When a newly created position is reviewed by MTA's Human Resources Job Evaluation Committee, it is assigned an EEO category in accordance with EEO-4 reporting guidelines (See Appendix 4A). For a breakdown of individual positions within the EEO Categories (see Appendix 4B).
** With the disbanding of Transit Police, MTA/PTSC no longer employs sworn police officers. The only positions within the Protective Service EEO Category are those remaining within Transit SecuritySecurity Guard I and II and Service Inspector.

MTA/PTSC's 1998 work force analysis (agency-wide and by super department) appears as Appendix 5 A - 5B.

## Agency-Wide Work Force Analysis

Currently, minorities comprise approximately $79 \%$ of MTA/PTSC workforce (the figure includes minority males and females) and women comprise $26 \%$. The attainments reflect an increase of $5 \%$ for both minorities and women from their representation in 1995. Blacks and Hispanics continue to comprise the largest percentage of minority representation at $37 \%$ and $31 \%$ respectively. The representation of Blacks and Hispanics increased by $3 \%$ and $1 \%$ respectively. Asian representation increased slightly to $10.2 \%$ from the $9.6 \%$ previously reported. Native Americans also showed a slight increase to $0.47 \%$ from the previously reported $0.43 \%$. See the following charts for detailed comparison between 1995 and 1998 work force data.:

|  |  |  |  |  |  | ${ }^{\text {䅋 }}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| EEO Category | $\begin{gathered} \% \\ \text { Women } \end{gathered}$ | $\%$ <br> Blacks | \% <br> Hispanics | $\begin{gathered} \% \\ \text { Asians } \end{gathered}$ | \% <br> Native <br> Americans | $\%$ <br> Total <br> Minorities |
| Officials/Admin. | 20.00\% | 16.43\% | 11.07\% | 10.71\% | 0.36\% | 38.57\% |
| Professionals | 31.72\% | 18.84\% | 14.17\% | 18.68\% | 0.16\% | 51.85\% |
| Technicians | 15.44\% | 34.06\% | 21.81\% | 6.04\% | 0.00\% | 61.91\% |
| Protective/Svce. | 5.29\% | 18.64\% | 29.72\% | 7.81\% | 0.76\% | 56.93\% |
| Paraprofessional | 76.99\% | 33.63\% | 15.93\% | 21.24\% | 1.77\% | 72.57\% |
| Office/Clerical | 65.32\% | 40.84\% | 30.63\% | 10.05\% | 0.32\% | 81.85\% |
| Skilled Craft | 3.47\% | 17.69\% | 33.68\% | 16.24\% | 0.40\% | 68.01\% |
| Service/Maint. | 26.22\% | 38.52\% | 38.70\% | 9.76\% | 0.90\% | 87.88\% |
| Bus/Train Oper. | 17.39\% | 43.01\% | 34.87\% | 5.69\% | 0.42\% | 83.99\% |
|  | 20.95\% | 33.51\% | 30.56\% | 9.59\% | 0.43\% | 74.08\% |


|  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| EEO Category | \% <br> Women | $\begin{gathered} \% \\ \text { Blacks } \end{gathered}$ | \% <br> Hispanics | $\begin{gathered} \% \\ \text { Asians } \end{gathered}$ | \% <br> Native Americans | \% <br> Total Minorities |
| Officials/Admin. | 23.91\% | 17.75\% | 13.04\% | 14.88\% | 0.36\% | 46.01\% |
| Professionals | 33.49\% | 18.14\% | 14.11\% | 21.40\% | 0.62\% | 54.26\% |
| Technicians | 15.41\% | 31.77\% | 24.06\% | 6.95\% | 0.00\% | 62.78\% |
| Protective/Svce. | 4.58\% | 26.21\% | 31.07\% | 8.74\% | 0.00\% | 66.02\% |
| Paraprofessional | 66.89\% | 31,79\% | 26.49\% | 17.22\% | 0.66\% | 76.16\% |
| Office/Clerical | 64.22\% | 42.50\% | 34.53\% | 9.22\% | 0.47\% | 86.72\% |
| Skilled Craft | 2.94\% | 16.48\% | 34.14\% | 17.88\% | 0.37\% | 68.87\% |
| Service/Maint: | 31.52\% | 44.88\% | 36.80\% | 7.76\% | 0.66\% | 90.10\% |
| Bus/Train Oper. | 26.27\% | 46.96\% | 34.33\% | 6.20\% | 0.52\% | 88.02\% |
|  | 26.02\% | 36.81\% | 31.39\% | 10.19\% | 0.47\% | 78.86\% |

## Overall Organizational Structure and Full-Time Equivalents (FTES)

The 1995 Update reported that the organizational structure was divided into eight major departmental units. Metro Link (Southern California Regional Rail Authority) is no longer directly affiliated with the MTA, and there have been other changes. The following chart provides a comparison of the number of full-time equivalent (FTE) employees by departmental units based on Fiscal Year 1999 approved budget and budgets for the previous two years:
MTA Summary Budget

|  | FY 97 | FY 98 | FY 99 <br> Rudget |
| :--- | ---: | ---: | ---: |
| FTEs by Organizational Unit | Rctual | 62 | 59 |
| Board Of Directors | 116 | 109 | 123 |
| Chief Executive Office | 6,083 | 6,072 | 6,198 |
| Transit Operations | 186 | 183 | 156 |
| RTP \&D | 260 | 256 | 249 |
| Finance | 963 | 664 | 460 |
| Administration | 299 | 294 | 338 |
| Office Of Procurement | 173 | 160 | 153 |
| Communications | 271 | 237 | 183 |
| Construction | 8,413 | 8,034 | 7,922 |
| Total |  |  |  |

Appendix 6-A contains a further breakdown of the above organizational units by department.

## Departmental Analysis by "Super Departments"

To ensure that minorities and women are represented consistently throughout the agency, each organizational unit is required to take affirmative action to achieve attainment levels commensurate with the labor market availability. To achieve this objective, "Super Departments" were devised to allow for better and more realistic grouping of employees that reflect actual employment opportunities within normal lines of progression. Moreover, in response to recent organizational changes, Super Departments have been restructured to correspond to Budget's Parent and Child Cost Center designations.' There are currently 34 Super Departments. See Appendix 6-B for a list of Parent and Child Cost Center Super Department designations.

Appendix 5-B includes ethnic and gender statistical breakdowns (Work Force Analysis) of MTA/PTSC workforce by Super Department.

## B. Relevant Labor Market Areas

As part of the 1995 Update, a study was conducted to determine MTA/PTSC's relevant labor market-i.e., the geographic area from which the agency can reasonably be expected to recruit minorities and women-in particular job groups in proportion to their availability. The survey results indicated that more than $75 \%$ of the job applicants resided in Los Angeles County, with the remainder coming primarily from the four (4) neighboring counties of Orange, Riverside, San Bernardino, and Ventura. A survey of new hires for fiscal year 1998 revealed the same trend

[^0]overall, except for the professional and technical categories where the LA County/4-County ratios were $60 / 40$ and $15 / 85$, respectively (see Appendix 7A).

## C. Availability Analysis

The eight factor computation method recommended by the federal government was used to determine the availability of minorities and females in the relevant labor market areas. The methodology was applied to each job group based on 1990 Census Data.

The eight factors included in the methodology are as follows:

- Factor 1 The percentage of women and minorities in the population of the labor area immediately surrounding the agency. Data source is 1990 Census.
- Factor 2 The availability of women and minorities in the labor force within the immediate recruitment area of the agency. Source of data for this factor was 1990 Census, EEO file. The labor force is defined as all persons working or actively seeking work.
- Factor 3 Percentage of women and minorities possessing requisite skills (for specific jobs) within the immediate recruitment area (i.e., Los Angeles County). Source of data for this factor was 1990 Census, EEO file.
- Factors 4 \& 5 Percentage of women and minorities possessing requisite skills (for specific jobs) within a reasonable recruitment area (i.e., the 4-County area surrounding LA County or elsewhere in the state). Source of data for this factor was 1990 Census, EEO file. "Reasonable" recruitment area was established by determining from what geographic regions new hires were actually recruited.
- Factor 6 The availability of women and minorities who may be promoted (from one job category to another) within the agency. Source of data for this factor was MTA/PTSC's 1998 agency-wide work force analysis
- Factor 7 The existence of training institutions capable of training persons in the requisite skills.
- Factor 8 The degree of training which the facility is reasonably able to undertake as a means of making all job groups available to women and minorities.

Each factor was considered in light of its relevance to the job group being reviewed. Historically, factors 1,7 , and 8 are not heavily weighted in comparison to the other factors and, therefore, have little impact on the findings and conclusions. Factors 2-6 were weighted according to each factor's relevance to the particular MTA/PTSC EEO category being considered (see Appendix 8A for the table used for MTA/PTSC availability weight calculations). Once
weights were determined for factors 2-6, these weights were multiplied by minority and female availability percentages calculated from 1990 census data. Appendix 7B provides minority and female availability analyses for each of the nine (9) workforce categories.

## D. Utilization Analysis

A comparison of workforce and availability analyses results in the identification of areas of underutilization of minorities and females within the existing workforce. Underutilization is said to exist whenever the employment of women or minorities in a job group is less than their availability. MTA/PTSC continues to have good representation of minorities, with no minority underutilization in any of the EEO Categories. However, although there has been some increase in the ratio of women to men in most EEO categories since the 1995 Update, underrepresentation of women continues to be a concern.

The following chart identifies EEO categories in which women are underutilized. Women are utilized at or above their market availability levels in the paraprofessional and service/maintenance categories, and, therefore, these categories are not included on the chart. Job categories within which underutilization of women is found to have occurred will continue to be the focus of coordinated and on-going affirmative action efforts.

Areas of Female Underutilization

| EEC Category | Total \# of Employees | \# Postions held by Women | \%Positions held by Women | Availability \% Women | foryer | uhinexter | 害sevationtix |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Officials/Admin. | 276 | 66 | 23.91\% | 38.72\% | Yes | Yes | Yes |
| Professionals | 645 | 216 | 33.49\% | 42.77\% | Yes | Yes | Yes |
| Technicians | 532 | 82 | 15.41\% | 25.96\% | Yes | Yes | Yes |
| Protective/Svce. | 103 | 5 | 4.85\% | 20.10\% | Yes | Yes | Yes |
| Office/Clerical | 640 | 411 | 64.22\% | 74.82\% | Yes | No | Yes |
| Skilled Craft | 1359 | 40 | 2.94\% | 6.97\% | Yes | Yes | Yes |
| Bus/Train Oper. | 4031 | 1059 | 26.27\% | 35.58\% | Yes | Yes | Yes |

[^1]For purposes of comparison, data from 1995 Update and the current 1998 figures are provided below:

1995/1998 Comparison of Female Underutilization

|  | 1995 Data |  |  | 1998 Data |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| EEO Category | Total \# of Employees | Women \# Underu- tillization | Women \% Underutilization | Total \# of Employees | Women \# Underu tilization | Women \% Underu tilization |  |
| Officials/Admin. | 280 | 52 | 18.72\% | 276 | 40 | 14.81\% |  |
| Professionals | 621 | 68 | 11.05\% | 645 | 59 | 9.28\% | C.7\% |
| Technicians | 596 | 150 | 25.19\% | 532 | 134 | 25.22\% | (1) 0 C3\% |
| Protective/Svce. | 397 | 58 | 14.81\% | 103 | 15 | 15.25\% |  |
| Office/Clerical | 617 | 58 | 9.50\% | 640 | 67 | 10.60\% | - ${ }^{\text {ctien }}$ |
| Skilled Craft | 1238 | 54 | 4.40\% | 1359 | 54 | 4.03\% |  |
| Bus/Train Oper. | 3341 | 607 | 18.19\% | 4031 | 375 | 9.31\% | -48888\%\% |

Numerically, between 1995 and 1998, representation of women improved in five of seven job categories where underutilization had been determined to exist. In two of these categories, the increased representation of women was the result of total overall job category expansion. For instance, the number of women in the professional category increased by 10 as the job category grew by 24 , and the number of women in the bus/train operator category increased by 478 , as the job category grew by 690 .

In contrast, the number of women holding positions in the officials/administrators category increased by 10 between 1995 and 1998, even as the size of the job category decreased by 4 during this same period.

Underutilization of women in the technician category improved numerically (by 16), but the number of women holding positions in this category actually decreased (by 19), even as the job category grew by 64 .
The remaining three categories appear to have remained static in terms of representation of women over the last three years. One of the categories, Protective Service, underwent dramatic change in 1997 as a result of an arrangement entered into with the Los Angeles County Sheriff's Department and the City of Los Angeles Police Department. The merger affected more than two-thirds of the Protective Service Category (which totaled 383 at the time of the 1995 Update), leaving only those designated as Security Guard I, Security Guard II, and Service Inspector within MTA/PTSC's Transit Security unit. As a consequence of this arrangement, while underutilization of women in the protective service category remains at the 1995 level (approximately $15 \%$ ), the category now includes 5 women where it once included 21. The overall size of the protective/service category is slated to decrease by an additional 19 employees, as only 74 positions are budgeted for FY 1999.

Of the remaining two categories, it is questionable whether the office/clerical category reflects true underutilization, as women have historically made up the majority of employees in this
group and continue to do so (64\%). The skilled craft category remains an area of concern in terms of representation of women, but this again is due to socio-historical factors that result in women making up under $7 \%$ of the qualified pool to begin with.

Despite gains in the majority of job categories in which underutilization of women has been identified, MTA/PTSC will continue coordinated and on-going affirmative action efforts to ensure that women are ultimately represented in MTA/PTSC's work force at levels consistent with their availability in the relevant labor market.

See Appendix 8A - 8B for utilization analyses and goals to correct underutilization agency-wide and by super department.

## V. GOALS TO CORRECT UNDERUTILIZATION OF WOMEN

Goals are not rigid and inflexible quotas which must be met, but are instead targets reasonably attainable by means of applying good faith efforts to implement all aspects of the EEO/AAP. A goal is simply a benchmark against which the Authority can measure progress in remedying identified underutilization in MTA/PTSC's workforce. Using final availability percentage as a target, MTA/PTSC has established long-term goals for each job category where underutilization of women has been identified. (Goals have been set for minorities; however, because minorities are represented at or above their market availability in each of MTA's EEO job categories, such goals shall be used as benchmarks by which to gauge continued representation.) Established goals will be reached primarily through recruiting and advertising to increase the pool of qualified applicants, and through implementation of action-oriented policies and procedures. Selections will occur from among qualified applicants. Goals do not require the hiring of persons when there are no vacancies nor the hiring of persons who are less likely to do well on the job ("less qualified") over persons more likely to do well on the job ("better qualified"). Nor do goals require that MTA/PTSC hire a specified number of minorities or women.

By projecting vacancies, attending to market availability, conducting effective recruitment to ensure an adequate pool of qualified applicants, and by using a job-related selection system, MTA/PTSC should be able to meet established goals over time. In the assessment of progress towards goals, however, there are important dynamics to understand. For instance, promotions from one deficient job group to another may actually worsen underutilization in the feeder group in the short run. More importantly, everything else being equal, one ethnic/sex classification might possibly progress at the expense of another.

## Long Range Percentage Goals

The long-range percentage goals that are established for underutilized women are, in all cases, set at the same level as the final availability percentage. ${ }^{2}$ Short-range goals set at lower rates are not being established at this time, because levels of underutilization of women cannot be corrected within a 1-2 year period. Long-range goals have been established at the level of market availability (or availability based on 8-factor analysis, if higher) with the expectation that MTA/PTSC will find approximately the same percentages of qualified applicants as the percentages specified in the final availability figures.

[^2]As noted above, minorities are represented at or above their market availability in each of MTA's EEO job categories. Nevertheless, under MTA/PTSC monitoring system, efforts will be made to assure equity in the distribution of minority participation throughout the organization within the various job classifications. Goals for minorities (based on final availability percentages) will be used as benchmarks for assessing their representation in the agency as a whole, as well as within super departments. Areas of disproportionate concentration of minorities (possible job segregation) or underrepresentation of minorities will be identified and targeted for corrective action through focused outreach efforts and review with the appropriate Executive Officer. Progress toward goals will be assessed and reviewed with Executive Officers on an annual basis. This review will include discussion of anticipated employment and promotional opportunities, as well as specific efforts undertaken within super departments to address areas of underutilization. In order to accomplish long term goals over the next few years, management at all levels must commit to aggressive recruitment, outreach and self-monitoring.

Appendix 8A - 8B include MTA/PTSC long range goals for each job category where underutilizaton has been identified (agency-wide and by super department).

## AFFIRMATIVE ACTION EFFORTS TO REMEDY UNDERUTILIZATION OF WOMEN

Underutilization of women in certain job groups warrants continued affirmative action efforts to balance the workforce. Such efforts include policies and procedures to ensure consideration of qualified applicants from protected classes in both MTA/PTSC's internal workforce and the external labor market.

On November 1, 1995, MTA/PTSC implemented a series of new and revised personnel policies and procedures that enhance efforts to address areas of underutilization. As of the preparation of this affirmative action plan, MTA/PTSC is in the process of updating many of the HR policies for 1998/99. A copy of the completed uniform Personnel Policies Manual (dated September 29, 1995) is available for review in the Department of Human Resources upon request.

## A. Recruitment and Selection Procedures

MTA/PTSC shall implement its recruitment and selection procedures in accordance with its Equal Opportunity Affirmative Action policy EO 1-2 and Human Resources Recruitment \& Selection policy HR 3-1 of the Uniform Personnel Policies Manual. Under these policies and procedures the Department of Equal Opportunity will work closely with Human Resources in the outreach and recruitment for targeted positions to assure diversity in the applicant pools. In addition, hiring decisions will be monitored and reviewed by the Department of Equal Opportunity prior to the selection of candidates to assure equity. Note: HR 3-1 has undergone a major revision based on recommendations of an internal agency task force which included representatives from the Equal Employment Opportunity Department and County Counsel. The new policy more specifically addresses requirements found in EO 1-2. As of the preparation of this AAP, the policy is awaiting executive officer approval.

The Human Resources Department has established ongoing participation with a cross section of the service community in order to assure the broadest participation resulting from its outreach activities. In addition, job announcements are publicized through both ethnically and professionally diverse publications. A list of these relevant events and publications are listed as follows:

## HUMAN RESOURCES DEPARTMENT RECRUITMENT SOURCES

 1997-98:
## Job Fairs

East L..A. Employment Development Department/Private Industry Council, Community Development Department, LA Youth at Work - East Los Angeles - "Major League Job and Information Fair" - 3/98

Los Angeles Trade Tech - $10^{\mathrm{TH}}$ Annual Job Fair - 5/98

Juror Services Division of Los Angeles County Superior Court - "Juror and Employer Appreciation Week Job Fair" - 5/98

Long Beach Naval Shipyard Focus Group/Job Fair - 6/97
MTA job fair (east los angeles) (1997)
East San Gabriel Valley Regional Occupational Center - career job fair, 4/97
Greater Los Angeles Times job fair
East L.A College - job fair 11/97
USC Latino business students - nineteenth annual recruiter's night - 3/97
Gain Job Fairs
El Monte (1997)
Panorama City (Late 1997)
Carson, South Bay 10/97
Crenshaw Plaza, 3/98
3-4 Additional GAIN Job Fairs at various locations attended by HR staff
recruited for bus operator in east portal of Union Station
Women at Work - attended 2 meetings
Women in Transportation - attended 2 meetings

## Alternative Advertisement Strategies

bus operator pre-employment questionnaire distributed as a "seat drop" on all MYA buses and distributed at some Metrolink stations (1998)
public service announcements at major L.A. radio stations
by invitation, tv interviews at channels 22 and 52.

## Publications

Employment opportunities are advertised in the following locally circulated publications that reach out to the targeted groups:

Rafu Shimpo
Korea Times
Chinese Daily News

L.A. Sentinel<br>PORAC News<br>California Peace Officers Quarterly<br>The Thin Blue Line<br>Eastman Group Publication<br>National Americans Baltimore Maryland<br>National Contract Compliance Conference<br>The Wave Publications

## B. Transfers, Promotions and Training

MTA/PTSC will carry out its transfer and training program in accordance with Policy \#HR 3-7 (Transfers) and \#HR 8-2 (Training and Development) included in the Uniform Personnel Policies Manual, in order to assure nondiscrimination in its application and to consider all qualified interested employees.

The following training programs are presently available to employees and potential employees interested in careers in transit:

## Administrative Internship Programs

These programs allow for the employment of administrative interns within various MTA/PTSC Departments and provide participants an opportunity to obtain professional employment experience, while developing potential for regular positions within MTA/PTSC.

## Transportation Occupations Program (TOP)

The TOPS program is designed to provide specialized technical instruction and job training associated with the design and construction of the Metro systems. High School students are provided instruction in transportation focused drafting, engineering, architecture, computer aided drafting, graphic design and technical math. The Program consists of special courses, paid internships, field trips and scholarships.

## Mechanic "C" Training Program

This Program is designed for Utility "A" and Service Attendants to become Mechanics "C" following 22 weeks of classroom training (three hours twice a week on employee's own time) and 16 weeks of on-the-job training. The Program covers basic diesel mechanic knowledge and skills and, upon successful completion and available vacancies, employees are promoted to Mechanic " C " positions.

## Tuition Reimbursement Program

This Program offers an important resource for continuing education and development for
qualified employees through tuition refunds for courses which are related to the work of MTA/PTSC and which are taken at universities or colleges after work hours. The Program is designed to encourage employees to prepare for promotional opportunities and to increase their capabilities in their present position. All full-time employees and part-time Bus Operators who have completed their probationary period are eligible to participate.

## Pre-Supervisory/Staff Development Training Program

A Pre-Supervisory/Staff Development Training Program will be conducted on a regular basis. This program consists of four units. Introduction to Supervision, Introduction to Administrative Analysis, Fundamentals of Interpersonal Relations and Basic Writing Skills. Each of these consists of eight two and one-half hour modules. The programs are voluntary and are open to all interested employees who attend on their own time, or with their supervisor's permission on MTA/PTSC's time.

## Learning Center

The Employee Training Department has established a Learning Center where self instructional programs are available to all employees. The Learning Center provides computer based and vides taped training for PC computers such as DOS, Lotus, DBASE, and WordPerfect. The center has a full-time employee to assist in the use of the equipment or in lesson content. The need for improved adult literacy is also addressed in the Center. There is an interactive video disk system with programs in mathematics, reading and writing. For employees who cannot come to the Center, audio and video tapes are available on a variety of subjects, ranging from basic mathematics to supervisory techniques, which can be checked out and taken home for study.

Since January 1996, new employee orientation has included information on cultural diversity and sexual harassment. Also, Human Resources and EEO staff have offered sexual harassment and cultural diversity training to all MTA/PTSC management staff on an ongoing basis. As of fiscal year 1999, the CEO has mandated training on sexual harassment prevention and cultural diversity for all management personnel.

## C. Wages and Salary

MTA/PTSC will ensure that the equal pay standards are applied to equal work on jobs requiring substantially equal skills, efforts, responsibility and having similar working conditions. Wages and salary compensation will be in compliance with the Equal Pay Act. ${ }^{3}$ In accordance with

[^3]In FY 1998, a total of 1121 employees were terminated, of whom $71 \%$ were minorities and $33 \%$ were women. Office/clerical, bus/train operators, and professional categories accounted for the majority of the terminations (59\%). Women comprised $59 \%$ of employees terminated from the office/clerical category, $29 \%$ of the bus/train operators category, and $38 \%$ of the professional category.

The new hire and termination activity referenced above resulted in a net loss of some 241 employees in the overall workforce. Minorities experienced a slightly lower rate of termination ( $71 \%$ ) than hires ( $88 \%$ ). Women also experienced a lower rate of termination (33\%) than hires (41\%).

During this period, there were very few recorded promotional transactions (for purposes of the EEO/AAP, promotions are considered relevant only if they occur between job categories). A total of 68 were noted. Fully $70.5 \%$ of these transactions involved minorities, while $25 \%$ involved females. Given the underutilization of women in seven MTA job categories, careful attention must be paid to promotional opportunities for women.

Appendices 9A - 9D provide data on applicants, new hires, promotions, and terminations by sex, ethnicity and EEOC job categories.

## VII. INTERNAL MONITORING AND REPORTING

Inherent in the EEO/AAP is the need for periodic self-assessment of problems encountered, corrective action taken, and progress made. Self-evaluation requires complex record keeping systems on applicants, employees, and components of the EEO/AAP itself. Regular periodic reports are required from the Equal Employment Opportunity Department.

## A. Monitoring

A computerized monitoring and reporting system has been established enabling the EEO Unit to evaluate, throughout the year, MTA/PTSC's personnel practices and to assess the EEO/AAP's accomplishments. Thus, insight into the need for corrective action can be taken regarding the development and execution of the program and/or goals where improvement and/or reinforcement of the program's objectives is warranted. This monitoring system provides the following;

Identification of Departmental Units which have not achieved established goals. The degree of progress, relative to the achievement of established goals will be evaluated and the results will be distributed to the appropriate Executive Officers.

An in-depth analysis of the current workforce will be conducted on a monthly, quarterly and yearly basis. Quarterly and yearly analysis will be submitted to the Executive Officers and the CEO.

Monitoring of personnel activities (hiring, promotions, transfers, reclassification, salary placements, and termination rates) by EEO job categories, race and gender on a weekly basis.

## B. Reports

A computerized report will be established to provide a detailed applicant flow tracking system. Applicant information will be tracked by the number of individuals applying for positions, by EEO job category with specific job titles, the number of those invited to participate in the selection process and the number of those hired. Monthly and quarterly, and yearly status reports of personnel activity will be generated for distribution to the Executive Officers and the CEO.

The computerized reporting system provides an accurate and factual data base that generates current workforce analysis, by the overall agency or individual departments. This reporting system provides documentation to support actions that affect minority and women job applicants and employees.


Equal Employment Opportunity Section


| TO: | ALL EMPLOYEES |
| :--- | :--- |
| FROM: | JULLAN BURKE, CHIEF EXECUTIVE OFFICER |
| SURUECT: | EQUAL EMPLOYMENT OPPORTUNITY STATEMENT OF PCLICYEO 1-1 |


1

TThe Los Angeles Councy Merropolitan Transportation Authority and the Public Transportacion Services Corporation (MTA/PTSC) are Equal Employment Opportunity (EEO) employers. MTNAPTSC are commitred to creacing and maincaining an environment that values diversity and ensures char all empioyees are free from discimination and undawful harassment. It is aiso the policy of MTAVTSC to esmolish an Affirmacive Action Plan, consistent with is obligations as a recipient of federal funds.

It is the policy of the MTA/PTSC that decisions affecing employment prac-ices such as recruitment, hiring, oraining, promotions, terminations, transfers, layoffs, compensation, benefis, education and tuition reimbursement, and ocher :erms and condicions of employment shall be made withour regard to sex (ineluding sexual orientacion), zace, color, ancestry, religious ereed, national origin. physical disability (ineluding HIV and AIDS), mental disabiliz, medical condicion (eancer), age (over 40), marical stacus, vereran status, or any other starus prorecred by applicable eederal or state statures. This policy shall also protect emplovees exercising their tights under the Farnily and Mecieai Leave Acs, the Pregnancy Discrimination Act, and related scatures. Employment praczices will be seviewed routinely so ensure consistency with this policy.

## EMPLOVEE AND MANAGEMENT RESPONSIBILITIES

All empioyees are to conduct chemselves in aecordance with this Equal Employment Opportunity Statement of Dolicy EO 1-i and MTAAPTSC's EEO Poiicies EO 1-2, 1-3, and 1-4. Managerial and supervisory personne! are zesponsibie for maintaining compliance with these policies in addition to providing leadership in che implemencation of Affirmative Action Plan goais, diversity efforss, and in ensuring a work environment free from diseriminacion and harassment. Manager's and supervisor's aehievements in earrying our chese policies will be evaluated as parr of their periormance appraisal.

The managing director, Equal Opportunity Programs Department (EOPD), is tesponsible for earying our MIA/PTSC's Affirmative Action and Equal Employment Opportunity programs. EOPD is responsible for updating the agency's EEO policies, monitoring complance with the approved Affirmative Action Plan goals, providing training, and implementing programs promocing diversiry and equal employment opportunity.

## RESOLUTION OF COMPLAINTS

To facilitate resolucion of complains ar the lowest level possible, employees are strongly encouraged zo firse address their EEO concerns with their supervisor or manager. However, empioyees or applicants for employment who believe =hey have been discriminated against or harassec, may file a complaint with EOPD. Complaints filed with EOPD will be promptly reviewed. Complaint :nvestigacions will be conducted choroughly and objecaively. When the invesigation is compleced, the EOPD will notify all principai parties in writing. If a violacion or MTA, PTSC's EEO polieies is determined to have occurred, immediate correcrive action will be caiken. Such corrective acrion may include discipline up to and including dismissal of the policy violacon. Recaliation for filing a complaine of discrimination or iarassment is prohibited by law.

## ANNUAL REVIEN OF POLICY

This EEO Policy Scatement will be reviewed, upciated and reaffirmed annually. Inquires concerning this policy an be directed to (213) 922-2634.

# MIA POLICY <br> Equal Opportunity 

## POLICY STATEMENT

It is the policy of the Los Angeles County Metropolitan Transportation Authority (MTA) to provide equal opportunity in employment to all employees and applicants for employment. It is the policy of the MTA that no person shall be discriminated against in employment because of race, color, creed, religion, sex ancestry, age ( 40 and over), national origin, marital status, sexual orientation, veteran status, physical or mental disability or any other status protected by applicable federal or state statutes.

The Equal Opportunity department will maintain, review and revise an Affirmative Action Plan annually to ensure equal employment opportunity and promote affirmative action.

The Equal Opportunity department will also recommend concurrence or non-concurrence with all hiring decisions where a goal has been established.

## PURPOSE

Ensure MTA compliance with applicable federal and state laws and regulations. If a conflict occurs between this policy and a collective bargaining agreement, the collective bargaining agreement shall prevail.

## APPLICATION

This policy applies to all applicable MTA activities.

# MTA PROCEDURE <br> Equal Opportunity 

Procedure \# EO 1-2

### 1.0 PROCEDURES

### 1.1 Hiring Goals

At the beginning of each fiscal year, the Equal Opportunity department will update the hiring goals for the MTA and each department based on the workforce analysis. Each executive officer, department head and other designated management employees with hiring authority will be advised of any current underutilization and the hiring goals for that year.

The Human Resources department maintains a current listing of hiring goals and notifies the respective hiring department of any established goal that is applicable to the open position.

### 1.2 Recruitment of Qualified Applicants

The Equal Opportunity and Human Resources departments will expand sources for recruitment to ensure that sufficient numbers of women and minority applicants are available for job opportunities. The Human Resources and hiring departments are responsible for outreach efforts to recruit qualified women and minority applicants.
Where a goal exists for a position, Human Resources and Equal Opportunity will monitor the applicant pool and initiate any necessary additional recruitment efforts prior to the application closing date for the position.

When a hiring department has a position for which a goal is applicable and no qualified minority and woman candidates successfully complete the qualification process, the Human Resources department will notify the director of Equal Opportunity in writing, within seven days with a copy to the hiring department. If an adverse impact is found, the Equal Opportunity department will assist the hiring department and Human Resources in an effort to increase the applicant pool before the recruitment can proceed.

### 1.3 Selection and Hiring

Where underutilization has been identified and two or more qualified candidates possess relatively equal qualifications, the qualified candidate who will contribute most to achieving affirmative action goals should be selected.

- If a hiring department did not recommend for hire a qualified candidate from the targeted underutilized group, the hiring department must submit to the Human Resources department a detailed written justification with appropriate documentation, explaining the decision not to hire a qualified minority or woman candidate.
- Prior to any communication to the candidate, the Human Resources department will notify the Equal Opportunity department of the recommended hiring decision and provide the following:
- the list of candidates interviewed by the hiring department for that position;
- the list of all qualified candidates for that position; and
- the hiring department's written justification for the selection and an explanation why the woman or minority candidate was not selected.
- The Equal Opportunity department will review the recruitment and selection efforts, and the written justification for the selection for that position with the Human Resources department.
- If the manager of Equal Employment Opportunity does not concur with the hiring decision, the matter will be referred to the chief administrative officer (CAO) and the director of Equal Opportunity for resolution.
- If resolution at that level is not achievable, the matter will be referred to the chief executive officer (CEO) or his/her designee.


### 1.4 Follow-Up

Executive officers are responsible for ensuring that their staff make every effort to meet equal employment opportunity/affirmative action goals. Where appropriate, the EO department may require a hiring department to develop and implement a recruiting strategy with the Human Resources department, to ensure that departmental goals are met.
A meeting with representatives from the affected department, Equal Opportunity, and Human Resources will be held within 30 days after the recruiting strategy is implemented to make sure that the affirmative action goals are being met. Subsequent meetings may be scheduled until all parties are satisfied that the goals are being met and/or a good faith effort has been made.

### 2.0 DEFINITION OF TERMS

Adverse Impact - A substantially different rate of selection in hiring, promotion, or other employment decision which works to the disadvantage of members of a race, sex, or ethnic group.
Affirmative Action - A set of specific and results-oriented procedures to assist the MTA in achieving its established goals.
Applicant - An individual who submits a MTA employment application for an open position.
Candidate Pool - Applicants who meet or exceed the minimum qualifications for a designated job as determined from his or her application.
Equal Employment Opportunity - A set of specific and results-oriented procedures to ensure that all persons regardless of race, color, creed, ancestry, gender, national origin, sexual orientation, religion, age, veteran status, physical or mental disability have equal access to employment opportunities at the MTA.
Qualified Candidate Pool - Consists of qualified candidates who are placed in the selected pool as a result of competitive, objective, and job-related criteria for the position.
Relevant Labor Market Area - The geographic area which represents the major recruitment locations of MTA applicants with requisite job skills.
Underutilization - Having fewer minorities and women in the job group than could reasonably be expected, based upon their availability in the relevant labor market area.

### 3.0 RESPONSIBILITIES

All MTA management including the hiring department are responsible for making efforts toward achieving the affirmative action goals established for the MTA as a whole.
The Equal Opportunity Department ensures that MTA's hiring and policies and procedures are uniformly and consistently applied in compliance with pertinent laws and regulations; monitors the hiring and promotion of minorities and women in underutilized job groups; and periodically participates in the hiring of generic job positions.
The Equal Employment Opportunity (EEO) monitors the application and selection processes to ensure compliance with federal and state laws.
The Hiring Department makes efforts to meet affirmative action goals and reduce or eliminate underutilization.
The Human Resources Department will assist the Equal Opportunity department in training MTA's management to comply with Equal Opportunity laws and regulations; develop and implement uniform MTA hiring and promotion policies and procedures in compliance with
applicable laws and regulations; and identify sufficiently diverse groups of qualified applicants for each recruitment/selection process.

### 4.0 FLOWCHART

Not Applicable

### 5.0 REFERENCES

1. HR: Recruitment \& Selection Policy
2. Affirmative Action Plan

### 6.0 ATTACHMENTS

Not Applicable

### 7.0 PROCEDURE HISTORY

02/03/93 Former LACTC and former SCRTD interim procedures Board-adopted.
10/24/95 Revised to streamine and reduce operating costs.

# MIA POLICY <br> Equal Opportunity <br> Policy\# EO 1-3 Harassment 

## POLICY STATEMENT

The Los Angeles County Metropolitan Transportation Authority (MTA) is committed to fostering a work environment free of discrimination. In keeping with this policy, the MTA prohibits harassment based on discrimination because of race, color, creed, religion, sex, ancestry, age ( 40 and over), national origin, marital status, sexual orientation, veteran status, physical or mental disability or any other status protected by applicable federal or state statutes.
No employee may retaliate against another employee who is exercising his/her right to file a complaint.

## PURPOSE

Provide a safe work environment for all employees free from intimidating, hostile or offensive behavior that is discriminatory.

## APPLICATION

This policy applies to all MTA employees.


# MTA PROCEDURE Equal Opportunity Harassment 

## Procedure \# EO 1-3

### 1.0 PROCEDURES

### 1.1 Employees Being Harassed

If an employee believes that he/she is a victim of harassment:

- When possible, tell the harasser to stop his/her unwelcome actions. The harasser may not realize the advances or behavior are offensive.
- Inform your supervisor or manager. Report offending behavior to someone in authority. You may report such activities even if you were not the subject of harassment. Your supervisor or manager is responsible for handling such cases confidentially and quickly.

If you feel uncomfortable talking to your supervisor, or if he/she is the harasser, seek out the next level of management in your work area. If that is not possible, go directly to the MTA Equal Opportunity (EO) department.
The MTA's Equal Opportunity department will conduct a confidential investigation and process all discrimination complaints pursuant to EO's internal complaint process. Any employee who believes that he/she is a victim of harassment can also exercise his/her rights to file a complaint with the appropriate federal and/or state agencies.

### 1.2 Examples of Harassment

- Harassment - A course of conduct directed at a specific person that causes substantial emotional distress.
For the purposes of this procedure, discriminatory harassment may take the form of: verbal, physical, visual, sexual or retaliatory conduct.
- Verbal Harassment - This includes, but is not limited to, derogatory or offensive comments, language, and insults which are related to sex, race, religion, ethnicity, sexual orientation, national origin or age or any other status protected by law.
- Physical Harassment - This includes, but is not limited to, assault, impeding or blocking movement, false imprisonment or any physical contact of a hostile, suggestive or sexual nature.
- Visual Harassment - This includes, but is not limited to, derogatory or offensive posters, cartoons, drawings or gestures.
- Sexual Harassment - Unwelcome advances of a sexual nature.

Sexual harassment is prohibited regardless of gender.
Some examples of harassment are sexual advances, requests for sexual favors, verbal or physical conduct of a sexual nature, unlawful and unwanted touching.
Sexual conduct is unlawful when:

- Submission to such conduct is made either explicidy or implicitly a term or condition of an individual's employment;
- Submission to or rejection of such conduct by an individual is used as the basis for employment or compensation decisions affecting such individuals;
- Such conduct interferes with an individual's work performance or creates an intimidating, hostile or offensive working environment; or
- Subjects an empioyee directly or indirectly to be a witness to acts of harassment.


### 2.0 DEFINITION OF TERMS

Department of Fair Employment and Housing (DFEH) - State of Califormia agency that resolves complaints of unlawful discrimination, including harassment.
Retaliatory Harassment - This inc!udes demotion. suspension, failure to hire or consider for hire, failure to give equal consideration in employment decisions. failure to make impartial employment recommendations, or adversely affecting working conditions or otherwise denying employment benefits to an individual because they opposed unlawful employment practices or exercised their rights uncer Title VII of the Civil Rights Act.

### 3.0 RESPONSIBILITIES

The Equal Opportunity Department investigates complaints of harassment and will recommend appropriate corrective action.
Management should provide a work environment free from offensive, intimidating or hostile behavior. Management should notiry all employees that harassment is forbidden within the NTTA and will not be tolerated. Management is responsible for protecting employees from retaliation once they have filed an internal/exiemal complaint.

All MTA Employees are responsible for maintaining a work environment free from offensive, intimidating or hostile behavior.

### 4.0 FLOWCHART

Not Applicable

### 5.0 REFERENCES

1. Affirmative Action Plan
2. Internal Complaint Process

### 6.0 ATTACHMENTS

Not Applicable

### 7.0 PROCEDURE HISTORY

02/03/93 Former LACTC and former SCRTD interim procedures Board-adopted.
10/24/95 Revised to streamline and reduce operating costs.

# MIA POLICY Equal Opportunity 

Policy\# EO 1-4

## POLICY STATEMENT



The Los Angeles County Metropolitan Transportation Authority (MTA) is committed to the goals of equal employment opportunity (EEO) and affirmative action (AA) to ensure that all qualified persons regardless of race, color, creed, ancestry, national origin, sex, religion, age, physical or mental disability, marital status, or veteran status, or any other status protected by applicable federal or statues and regulations, are treated equally.
The EEO/Affirmative Action program carries out MTA policies and procedures for preventing discrimination. Under this program, employees have the right to file an internal complaint of alleged discrimination with the Equal Opportunity (EO) department.

## PURPOSE

- Provide a formal mechanism for bringing alleged discriminatory employment practices to management's attention so that corrective measures maybe implemented.
- Provide employees with a mechanism for resolving problems when they believe they have been discriminated against in the terms and conditions of employment.
- Outline the responsibilities of those involved in the internal complaint process.
- Establish the procedures and steps to be followed in the filing, investigation and resolution of the internal complaint.


## APPLICATION

This policy applies to all employees. If a conflict occurs between this policy and the collective bargaining agreement, the collective bargaining agreement shall prevail.

# MTA PROCEDURE <br> Equal Opportunity 

Procedure \# EO 1-4

### 1.0 PROCEDURES

### 1.1 Filing Complaints

The written complaint of discrimination should describe the actions believed to be discriminatory and list the accused and any witnesses to the alleged act(s) by name and department. The complaint should be filed within 30 days from:

- the date of the alleged discrimination action;
- the effective date of the Personnel Action Form (PAF) that records all personnel transactions; or
- the date the employee became aware of the alleged discriminatory act.

The employee must interview with an EEO representative prior to submitting an internal complaint form (see Attachment 1 - Complaint of Discrimination), which is provided by the EO department, and signed by the complainant. The complaint of discrimination may be submitted by mail or hand delivery to the EEO Section of the EO department.

Immediately upon receipt, an EEO representative will be assigned to investigate the complaint, and a written acknowledgment of receipt will be sent to the complainant.
The EEO manager may reject a complaint not filed in a timely manner, or if after reviewing the allegations, it is determined that no federal or state laws or regulations have been violated.

If a complaint is rejected, the EEO representative will notify the complainant, the accused and appropriate department heads in writing within 21 calendar days of the date of receipt of the complaint. If for any reason the EEO representative is not able to respond within 21 calendar days, the EEO representative will notify the complainant of the reasons for the delay and the date the response can be expected.

### 1.2 Confidentiality

All investigative documentation relating to a complainant under this policy is confidential. All requests for information relating to the investigation must be submitted in writing to the Director of EO. The Director of EO, along with Legal Counsel, will determine on a case-by-case basis accessibility of the files.

### 1.3 False Accusations

MTA considers the intentional filing or registering of false discrimination complaints to be as reprehensible as discriminatory conduct. Therefore, false accusations will also be grounds for disciplinary action up to and including discharge.

### 1.4 Investigation Process

The investigation shall include, but is not limited to, a thorough review of:

- the circumstances under which the alleged discrimination occurred;
- the treatment of members of the complainant's protected group as compared with treatment of other employees in the organizational segment in which the alleged discrimination occurred;
- relevant policies and procedures related to the work situation;
- verbal comments and/or actions that were made by the accused; and
- other acts of the accused.

The EEO representative shall prepare a report of the findings of the investigation, along with a recommendation on the disposition of the complaint. The complete file, along with the report and recommendation, will be forwarded to the EEO manager and Legal Counsel for review.

When a complainant names or otherwise identifies an individual as being responsible for an alleged act of discrimination, the EEO representative will advise the alleged accused in writing:

- that he/she has been identified by a complainant as acting in a discriminatory manner, and
- the nature of the accusations made.

During the course of an investigation of a complainant of discrimination, the EEO representative must take necessary precautions to ensure that the alleged accused is given an opportunity to respond to any and all allegations made against him/her. The EEO representative will:

- interview and receive all available relevant information from the alleged accused, to ensure that the person had the opportunity to respond to all of the allegations; and
- provide the alleged accused with the opportunity to name witnesses who might be contacted for corroborating testimony.


### 1.5 Complaint Determination

If the EEO manager and Legal Counsel determine that the investigative findings do not substantiate the allegation, the EEO representative will notify the complainant, the accused, and the appropriate department heads in writing within ten working days of the review.
If corrective and/or disciplinary action is to be applied, the accused's department head shall impose the corrective and/or disciplinary action. The department head shall notify the EEO manager in writing, within ten working days of receipt of the findings, that the corrective and/or disciplinary action has been taken.
The complainant will be notified of any corrective action taken against the accused.
If the complaint is denied and if the complainant disagrees with the denial of his/her complaint, the complainant may submit within 20 days of receipt of denial, a written request for review to the Director of EO.
The Director of EO will.advise the complainant, accused and appropriate department head(s), of a final decision within 20 working days of the presentation of the request for review. The Director of EO may extend the 20 -day period by written notice to the parties.

### 1.6 Retaliation

Any substantiated behavior by an MTA employee for retaliating against any employee who has filed a complaint under federal and/or state laws will result in serious disciplinary action, up to and including discharge, of the employee who has retaliated.

### 1.7 External Filing

If the complainant disagrees with the Director of EO's decision, complainant has a right to appeal to the State of Califomia's Department of Fair Employment and Housing (DFEH), the Federal Equal Employment Opportunity Commission (EEOC), the Federal Transit Administration (FTA), and the Department of Transportation (DOT).

### 2.0 DEFINITION OF TERMS

Title VII of the Civil Rights Act of 1964 - (as amended) protects individuals against employment discrimination on the basis of status listed in this policy.
Pregnancy - Pregnancy Discrimination Act, an amendment to Title VII of the Civil Rights Act of 1964 , protects females from discrimination on the basis of pregnancy, childbirth or related
medical conditions. Women affected by pregnancy or related conditions must be treated in the same manner as other applicants or employees with similar abilities or limitations.
Disabilities - Title I of the Americans With Disabilities Act of 1990, protects qualified individuals with disabilities from discrimination in job application procedures, hiring, firing, advance, compensation, job training, and other terms, conditions and privileges of employment. An individual with a disability is a person who:

- has a physical or mental impairment that substantially limits one or more major life activities;
- has a record of such an impairment; or
- is regarded as having such an impairment.


### 3.0 RESPONSIBILITES

EEO Section of EO Department is responsible for the implementation, development and monitoring of MTA's EEO policies and procedures and the Affirmative Action Program.

### 4.0 FLOWCHART

## (See Attached)

### 5.0 REFERENCES

Reasonable Accommodation

### 6.0 ATTACHMENTS

Complaint of Discrimination

### 7.0 PROCEDURE HISTORY

02/03/93 Former LACTC and former SCRTD interim procedures Board-adopted.
10/24/95 Revised to streamline and reduce operating costs.

## Los Angeles Metropoliton Transportation Authority Equat Employnent Opportunity Ceporment <br> INTERNAL COMPLAINT PROCESSING FLOW. CHART




USE ONLY BLACK INK OR TYPEWRITER ON THIS FORM. INCOMPLETE APPLICATION MAY DISQUALIFY YOU FROM FURTHER CONSIDERATION.

The Los Anguars
(MTA) Alcohol ano viuy nowso i ving roчumun ,1.we unit aprindanta undergo drug and alcohol testing prior to employment.

$t$ certify that aft atatemente made in this application ara true, and t agree that any misstatement or conceeiment of fact may subject me to disquallication or dismissal. I understand that any offar of emptoyment ls contingent upon passing a drug and alcohol tast and a phybical examination for the position for which I am applying.

SIGNATURE
DATE $\qquad$
BOTH SIDES OF THIS APPLICATION MUST BE FILLED OUT

VOLUNTARY INFORMATION: THE LACMTA IS ASKING ALL APPLICANTS FOR EMPLOYMENT TO PROVIDE THIS INFORMATION IN ORDER TO COMPLY WITH THE UNITED STATES GOVERNMENT EQUAL EMPLOYMENT OPPORTUNITY AND CALIFORNIA FAIR EMPLOYMENT AND HOUSING REQUIREMENTS. DATA COLLECTED WILL BE USED ONLY FOR STATISTICAL PURPOSES AND TO MEASURE EFFECTIVENESS OF RECRUITMENT EFFORTS.

THE LACMTA DOES NOT DISCRIMINATE ON THE BASIS OF RACE. COLOR, CREED, ANCESTRY, NATIONAL ORIGIN, GENDER, SEXUAL ORIENTATION, RELIGION, AGE, VETERAN STATUS OR DISABILITY IN THE PAOVISION OF SERVICES OR EMPLOYMENT.

This portion of the application will be detached and the Information will not be used to maka any employment deeislon which affacts you.
GENDER:FEMALE
■ MALE
AGE GROUP:
B UNDER 40
[ 40 OR OVER

## RACE/ETHNIC CATEGORY (CHECK ONE):

W. White (Not of Hispanic Origin): All persons having origins in any of the original peoples of Europe, North Africa, the Middle East, or the Indian Subcontinent.
B. Black (not of Hispanic origin): All persons having origins in any of the black racial groups.
H. Hispanle: All persons of Mexican, Puerto Rican, Cuben, Cantral or South American or other Spanish culture or origin. regardless of race.
A.Asian or Pacific isiandar: All persons having orlgins in any of the original peoplas of the Far East. Southeast Asia, the Indlan subcominent. of the Pacific istands. This area includas, for example, China, Japan. Korea, the Phillppline Islands, and Samoa.

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LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
EMPLOYMENT HISTORY
THI SECTION MUST EE FRLLED OUT. List your work record for the last ten years. Begin with your most recent experience. LIST EACH POSITION
ANO PROMOTION BEPARATELY.
Inctude volunteer and U.S, military sarvice. Describe the work you did as completely as possible, Explain any gaps between employment periods, if more space ta needed, a separate sheet prepared in the same format may be attached. You may olso attach e reaume or other relevent documents to further describe your qualifications.
AN INCOMPLETE APPLICATION MAY DISQUALIFY YOU FROM FURTHER CONSIDERATION. PLEASE BEGIN WITH MOST RECENT EMPLOYER.


PLEASE NOTE: It is the MTA's poffcy, as part of the selection process, to contact your former employers for employment-related reference information. We will not al this time contact your present employer unless you tuthorize us to do so. If you refuse to authorize us to contact all but your prasent employer, you will be disqualified from consideration for the position.

I HEREEY AUTHORIZE MY FORMER EMPLOYERS TO RELEASE ENPLOYMENT-RELATEO INFORMATION TOTHE PTSC, SIGNATURE DATE $\qquad$ Initial if we may elso contact your present employer $\qquad$ Please tell us how you learned of thls job vacancy:

1. L.A. Times
2. Other Newspaper
3.     - Community Group
4. Internet
5. 

- MTA Employee

10. Other
11. MTA Job Bulletin
12. MTA Job Line
13. $\square$ Career Fair 7. Job Fair

USE OMLY BLACKINK OR TYPEWRTE
ON THIS FORM, INCOMPLETE APPLICATION MAY DISOUALLFY YOU FROM FURTHER CONBIDERATION

t cently that all statementa mada in this application are true, and i agree that any misstatement or concealment of fact may sublect me to disqualification or dismissal. t understand that any offer of employment ta contingent upon passing a drug and alcohol test and a physical oxamination for the position for which I am applying.

SIGNATURE $\qquad$ DATE $\qquad$ BOTH SIDES OF THIS APPLLCATION MUST BE FILLED OUT

[^4]
# PUBLIC TRANSPORTATION SERVICES CORPORATION 

 EMPLOYMENT HISTORYTHIS 8ECTION MUST BE FHLED OUT. Last your work racord for the last ton years. Begin with your most recent experience. LIST EACH POSITION AND PROMOTION SEPARATELY.
Inctude volunteer and U.8. military Eervice. Describe the work you did es completely es possible. Explain any gaps betwoen employment perlods. If more apace ts needed, a separate aheel prepared in the same format may be attached. You may also attach a resume or other relevant documents to further describe your qualifications.
AN INCOMPLETE APPLICATION MAY DISQUALIFY YOU FROM FURTHER CONSIDERATION. PLEASE BEGIN WITH MOST RECENT EMPLOYER.


PLEASE NOTE: it is the PTSC's policy, as part of the selection process, to contact your fomer employers for amployment-related reference information. We will not at this time contact your present employer unless you authorize us to do so. If you refuse to euthorize us to contact all but your present employer, you will be disqualified from consideration for the posilion.
I HEREBY AUTHORIZE MY FOAMER EMPLOYERS TO RELEASE EMPLOYMENT-RELATED INFORMATION TO THE PTSC.
SIGNATURE
DATE $\qquad$ Inlital if we may aiso contact your present employer $\qquad$


Please tell us how you learned of this job vacancy:

1. L.A. Times
2. [. Community Group
3. $\square$ PTSC Employe日
4. PTSC Job Bullatin
5. PTSC Job Line
6. 

$\square$ Career Falr
7.Job Falr
$1$

## APPENDIX 4-B

MTA JOB TITLES BY EEO CATEGORY
RAIL ACTIVATION MGR
RAIL DIV TRANSP MGR
RAIL EQUIP MAINT MGR
RAIL EQUIP MAINT SUPT
RAIL OPERATIONS SUPT
REAL ESTATE PRJ MGR
RECORDS \& MAIL SVCS MGR
REVENUE COLLECTIONS MGR
RISK FINANCING MGR
SAFETY CERT MGR
SCHEDULES MGR
SCHEDULING OPRNS PLG MGR
SERVICE OPERATIONS DIR
SERVICE OPRNS MGR
STAFF DIRECTOR OF CONSTR
STOPS \& ZONES MGR
SUPERVISING AUDITOR
SUPERVISING ENGINEER
SYSTEMS MAINT MGR
SYSTEMS MAINTENANCE SUPV
SYSTEMS PROJECT MGR
SYSTEMS SAFETY MGR
SYSTEMS SECURITY MGR
THIRD PARTY ADMIN MGR
TRANSIT OP SYS SPRT MGR
TRANSP PROGRAM MGR IV
TRANSP PROJECT MGR IV
TRANSP TECH MGR IV
EXECUTIVE OFFICER, COMMS
EXECUTIVE OFFICER,FINANCE
EXECUTIVE OFFICER,OFC/PRO
EXECUTIVE OFFICER,OPRNS
EXECUTIVE OFFICER,PLG\&PRO
EXECUTIVE OFFICER,RL CONS
FACILITIES MAINT MGR
FACILITIES MAINT SUPT
GENERAL MGR. METRO BUS
HUMAN RESOURCES MGR
INFO PROC SRVCS MGR
INFO SECURITY MGR
INSPECTOR GENERAL
ITS ADMINIPLANNING MGR
LABOR RELATIONS MGR
LEGAL SERVICES MANAGER
LIBRARY SERVICES MGR
MATERIEL MGR
MGNG DIR OF EMPILABOR REL.
MGNG DIR OF MGMT AUDIT
MGNG DIR OF RISK MGMT
MGNG DIR OF SAFETY
OCCP HEALTH \& SAFETY MGR
OPERATIONS INSTRUCTION MG
OPERATIONS SUPPORT MGR
OPRNS \& MAINT SYSISAF MGR
OPRNS CONTROL CENTER MGR
OPRNS PERF ANALYSIS MGR
ORGANIZATION PROGRAM MGR
ORGANIZATIONAL DEV MGR
PAYROLL MGR
PENSION \& BENEFITS MGR
PRINTING SERVICES MGR
PROCUREMENT QUALITY MGR
PROJECT CONTROL MGR
PURCHASE CONTRACT MGR
QUALITY ASSURANCE MGR

## DEO. TECHNICAL SUPPORT DEPUTY CHIEF EXEC OFCR <br> dir of govt relations



MTA JOB TITLES BY EEO CATEGORY
SCHEDULE PLANNER
SCHEDULES SYSTEMS SUPV
SCHEDULING OPRNS PLANNER
SCHEDULING OPRNS PLG SUPV
SCHEDULING SYS ANALYST
SOFTWARE ENGINEER
SR ACCOUNTANT
SR ACCOUNTS REP
SR ADMIN ANALYST
SR ARCHITECT
SR AUDITOR
SR BUDGET ANALYST
SR BUYER
SR CAREER DEV SPEC
SR CASHIER
SR COMMUNICATIONS OFCR
SR CONF MGMT ANALYST
SR CONTRACT ADMIN
SR COST ESTIMATOR
SR COSTISCHEDULE ANALYST
SR DATA BASE ANALYST
SR DEPARTMENTAL SYS ANAL
SR EMPLOYEE RELATIONS REP
SR EQUAL OPTY PROGRAM REP
SR EQUIPMENT MAINT INSTR
SR EQUIPMENT MAINT SUPV
SR ETHICS OFFICER
SR FINANCIAL ANALYST
SR HUMAN RESOURCES ANAL
SR INDUSTRIAL HYGIENIST
SR INSPECTOR GENERAL INVS
SR INVESTMENT MGR
SR MATERIEL SUPV
SR MEDIA RELATIONS REP
SR MGMT REVIEWS ANALYST
SR PROGRAM MGMT ANALYST
SR PROGRAMMER ANALYST
SRT
MTA JOB TITLES BY EEO CATEGORY REVENUE EQUIPMENT SUPV
SCHEDULE CHECKER
SCHEDULE CHECKING SUPV
SCHEDULE MAKERI
SCHEDULE MAKER II
SCHEDULES SUPV
SCHEDULING SYS TECH
SR CASH COUNTING SUPV
SR DRAFTING TECH
SR GRAPHIC DESIGNER
SR RAIL TRANSP OPRNS SUPV
SR TRANSIT OPRNS SUPV
STOPS \& ZONES MAINT SUPV
TELECOM ANALYST
TRANSIT OPRNS SUPV
WARRANTY FAILURE ANALYST CALL BOX SYSTEMS ANALYST
CASH COUNTING SUPV
COMPUTER OPERATIONS ANAL
COMPUTER OPERATIONS SUPV
CONSTRUCTION DATA ASST
CONSTRUCTION INSPECTOR
DATA PROCESSING LIBRARIAN
DATA PROCESSOR OP I
DATA PROCESSOR OP II
DATA TECHNICIAN - TCU
DOCUMENT PRODUCTION SUPV
DOCUMENT PRODUCTION TECH
DRAFTING TECHNICIAN
ENGINEERING ANALYST
ENVIRON INSPECTOR
EQUIPMENT ENGRG SUPV
EQUIPMENT MAINT SUPV
EQUIPMENT SERVICE SUPV
EXTRA SCHEDULE CHECKER
FACILITIES MAINT SUPV
FIELD EQUIP TECH
GENERAL SERVICES SUPV
GRAPHIC COORDINATOR
GRAPHIC DESIGNER
INFO SYS TECH LIBRARIAN
INVENTORY CONTROL SUPV
LEADDATA PROCESSOR OP II
MATERIEL SUPV
MICROGRAPHICS COORD
NETWORK SUPPORT SPECIALST
PRINTING SERVICES SUPV
RAIL COMMUNICATIONS SUPV
RAIL EQUIP MAINT SUPV
RAIL SIGNAL SUPV
RAIL TRACK SUPV
RAII TRACTION SUPV
RAIL TRANSIT OPRNS SUPV
26 - Office/Clerical (cont.)
26 - Offlee/Clerical (cont.)
MATERIEL CONTROL CLERK
MESS CLK/REL MAIL CARRIER
MESSENGER CLERK
OFFICE ASSISTANT
PASSENGER RELATIONS REP
PAYROLL CLERK
PAYROLL SPECIALIST
PENSION \& INSURANCE CLERK
PHOTOCOPYING MACHINE OPER
RECEIVING CLERK
RECORDING SECRETARY
RECORDS CLERK
RECORDS/INFORMATION COORD
REVENUE CLERK
SCHEDULE CLERK
SECRETARY
SERVICE DIRECTOR
SPECIAL ASSISTANT
SR ACCOUNTS PAYABLE CLERK
SR CUST SERV AGENT II
SR SECRETARY
STENOGRAPHER
STOCK CLERK
STOREKEEPER
STUDENT INTERN
SUPVG ACCOUNTS CLERK
SUPVG ACCTS PAYABLE CLERK
SUPVG CONTROL CLERK
SUPVG SERVICE DIRECTOR
TOP STUDENT INTERN
TRANSIT OPRNS EMERG DISP
TRANSP DIVISION DISPATCHR
TYPIST CLERK
VEHICLE VERIFICATION CLK
WORD PROCESSOR OPERATOR
WE
26 - Office/Clerical
ACCOUNTING AIDE
ACCOUNTS CLERK
ACCOUNTS PAYABLE CLERK
ASSIGNMENT COORD CLERK
CASH CLERK
CASH CLERKICASH CNTG SUPV
CASH CLERKIMOPPER WAXER
CASH CLKIREL VAULT TRK DR
CASHIER
CCTV OBSERVER
CCTV OBSERVER/TCU'
CLERK
CLERKISTOPS \& ZONES
COMMUNICATIONS AIDE
CUSTOMER INFO AGENT I
CUSTOMER SERVICE AGENT I
CUSTOMER SERVICE AGENT II
DATA CONTROL SPECIALIST
DATA ENTRY OPERATOR
DATA PROCESS LIBRARY CLK
DIVISION STENOGRAPHER
DOCUMENT CONTROL ASST
EMPLOYEE ACTIVITIES ASST
EMPLOYMENT PROCESSING CLK
EMPLOYMENT SERVS CLERK
EQUIPMENT INVENTORY SPEC
EQUIPMENT RECORDS SPECLST
GENERAL CLERK
GENERAL CLERK I
GENERAL CLERK II
GENERAL CLERK III
GENERAL CLERKIMARKETING
LEGAL SECRETARY
MAIL \& DUPLICATING CLERK
MAIL CARRIER
MAINTAINERITCU

> 25 - Paraprofessionals
> ACCOUNTING ASSISTANT ACCOUNTS REP
> ADMINISTRATIVE AIDE ADMINISTRATIVE INTERN ASST ACCTS REP
> ASST ADMIN ANALYST ASST BUYER
> ASST EQ OPP PROG REP ASST FINANCIAL ANALYST BENEFITS TECHNICIAN COMMUNICATIONS ASST
> CONTRACT DOCUMENT PROCESS
> DEPARTMENTAL SYS ASST ENGINEERING ASST
> ENVIRON SPECIALIST I
> EXECUTIVE SECRETARY
> EXECUTIVE SECRETARYICEO HUMAN RESOURCES ASST LEGAL AIDE
> OFFICE SUPERVISOR
> PERMITS COORDINATOR PROPERTY SALES COORD REAL ESTATE ASST
> STATISTICAL ASST
> TRANSP PROGRAM PLNR I
> TRANSP TECH PLNRI
> TRAVEL TECHNICIAN



MTA JOB TITLES BY EEO CATEGORY


otes:
1998 WORKFONUE ANALYSIS
UNIT: LACMTA

|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| EEO JOB | SALARY |  | TOTAL | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% |
| CATEGORY | MIN | MAX | EMPLOYEES (1) | HELD (ii) | HELD | HELD | HELD | HELD | HELD | HELD | HELD | HELD | HELD |
| FFFICIALSIADMIN | 52 | 156 | 276 | 66 | 24\% | 49 | 18\% | 36 | 13\% | 41 | 15\% | 1 | 0\% |
| 'ROFESSIONALS | 38 | 135 | 645 | 216 | 33\% | 117 | 18\% | 91 | 14\% | 138 | 21\% | 4 | 1\% |
| ECHNICIANS | 27 | 71 | 532 | 82 | 15\% | 169 | 32\% | 128 | 24\% | 37 | 7\% | 0 | 0\% |
| 'ROTECTIVE/SERVICE | 25 | 64 | 103 | 5 | 5\% | 27 | 26\% | 32 | 31\% | 9 | 9\% | 0 | 0\% |
| ARAPROFESSIONALS | 21 | 54 | 151 | 101 | 67\% | 48 | 32\% | 40 | 26\% | 26 | 17\% | 1 | 1\% |
| IFFICEICLERK | 12 | 48 | 640 | 411 | 64\% | 272 | 43\% | 221 | 35\% | 59 | 9\% | 3 | 0\% |
| KILLED CRAFT | 35 | 54 | 1359 | 40 | 3\% | 224 | 16\% | 464 | 34\% | 243 | 18\% | 5 | 0\% |
| ERVICE/MAINTENANCE | 20 | 45 | 606 | 191 | 32\% | 272 | 45\% | 223 | 37\% | 47 | 8\% | 4 | 1\% |
| US/TRAIN OPERATORS | 21 | 42 | 4031 | 1059 | 26\% | 1893 | 47\% | 1384 | 34\% | 250 | 6\% | 21 | 1\% |
| irand Totals: |  |  | 8343 | 2171 | 26\%. | 3071 | 37\% | 2619 | 31\% | 850 | 10\% | 39 | 0\% |

Represent all employees. Based on MTA Human Resources data as of October 26, 1998.
The calculation of minority-held positions may include women.
Notes:
i. Represent all employees. Based on MTA Human Resources data as of October 26, 1998. ii. The calculation of minority-held positions may include women.
Notes:
SUPER DEPARTMENT --. INSPECTOR GENERAL

|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \end{aligned}$ | SALARY MIN | UUSAND MAX | TOTAL EMPLOYEES (1) | POSITIONS HELD (ii) | $\%$ <br> HELD | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\%$ HELD |
| OFFICIALS/ADMIN | 87 | 127 | 4 | 1 | 25\% | 0 | 0\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| PROFESSIONALS | 47 | 70 | 27 | 5 | 19\% | 4 | 15\% | 2 | 7\% | 3 | 11\% | 1 | 4\% |
| PARAPROFESSIONALS | 25 | 40 | 4 | 1 | 25\% | 1 | 25\% | 1 | 25\% | 0 | 0\% | 0 | 0\% |
| OFFICE/CLERK | 23 | 34 | 4 | 4 | 100\% | 1 | 25\% | 1 | 25\% | 1 | 25\% | 0 | 0\% |
| Grand Totals: |  |  | 39 | 11 | 28\% | 6 | 15\% | 4 | 10\% | 4 | 10\% | 1 | 3\% |


i. Represent all employees. Based on MTA Human Resources data as of October 26, 1998. ii. The calculation of minority-held positions may include women.

| 1998 WORKFORCE ANALYSIS <br> RTMENT --- MANAGEMENT AUDIT SERVICES |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | Hispanic |  | ASIAN |  | NATIVE AMERICAN |  |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \end{aligned}$ | $\begin{array}{\|c\|} \hline \text { SALARY } \\ \hline \end{array}$ | $\begin{aligned} & \text { OUSAND } \\ & \text { MAX } \\ & \hline \end{aligned}$ | TOTAL | $\begin{aligned} & \hline \text { POSITIONS } \\ & \text { HELD (ii) } \\ & \hline \end{aligned}$ | $\begin{gathered} \% \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \hline \% \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \text { \% } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { \% } \\ \text { HELD } \\ \hline \end{gathered}$ |
| OFFICIALSIADMIN | 64 | 109 | 9 | 2 | 22\% | 2 | 22\% | 1 | 11\% | 1 | 11\% | 0 | 0\% |
| PROFESSIONALS | 42 | 71 | 39 | 10 | 26\% | 9 | 23\% | 6 | 15\% | 13 | 33\% | 0 | 0\% |
| PARAPROFESSIONALS | 41 | 48 | 2 | 2 | 100\% | 1 | 50\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| OFFICEICLERK | 41 | 41 | 1 | 0 | 0\% | 1 | 100\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  |  | 51 | 14 | 27\% | 13 | 25\% | 7 | 14\% | 14 | 27\% | 0 | 0\% |

Notes:
i. Represent all employees. Based on MTA Human Resources data as of October $26,1998$.
ii. The calculation of minority-held positions may include women.
Notes:
1998 WORKFORCE ANALYSIS
SUPER DEPARTMENT -.- TRANSIT SECURITY

|  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| EEO JOB CATEGORY | SALARY IN THOUSAND MIN MAX | TOTAL EMPLOYEES (I) | $\begin{gathered} \text { POSITIONS } \\ \text { HELD (ii) } \\ \hline \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \hline \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \text { \% } \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALSIADMIN | 69 - 86 | 4 | 1 | 25\% | 2 | 50\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| PROFESSIONALS | $55-55$ | 1 | 0 | 0\% | 0 | 0\% | 0 | 0\% | 1 | 100\% | 0 | 0\% |
| PROTECTIVE/SERVICE | $25 \quad 64$ | 102 | 5 | 5\% | 27 | 26\% | 32 | 31\% | 9 | 9\% | 0 | 0\% |
| PARAPROFESSIONALS | $47 \times 48$ | 2 | 2 | 100\% | 0 | 0\% | 2 | 100\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  | 109 | 8 | 7\% | 29 | 27\% | 34 | 31\% | 10 | 9\% | 0 | 0\% |

i. Represent all employees. Based on MTA Human Resources data as of October 26, 1998.
ii. The calculation of minority-held positions may include women.

| 1998 WORKFOINCE ANALYSIS <br> RTMENT: TRANSIT OPERATIONS - SUPPORT |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \end{aligned}$ | MIN | MAX | total EMPLOYEES (1) | POSITIONS HELD (ii) | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{array}{\|c\|} \hline \text { POSITIONS } \\ \text { HELD } \end{array}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS <br> HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS <br> HELD |  |
| OFFICIALSIADMIN | 80 | 82 | 3 | 0 | 2\% | -1 | 33\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| PROFESSIONALS | 45 | 76 | 12 | 4 | 33\% | 2 | 17\% | 3 | 25\% | 1 | 8\% | 0 | 0\% |
| TECHNICIANS | 44 | 67 | 10 | 1 | 10\% | 3 | 30\% | 3 | 30\% | 0 | 0\% | 0 | 0\% |
| PARAPROFESSIONALS | 34 | 51 | 12 | 4 | 33\% | 6 | 50\% | 2 | 17\% | 2 | 17\% | 0 | 0\% |
| OFFICEICLERK | 27 | 46 | 9 | 8 | 89\% | 3 | $33 \%$ | 5 | 56\% | 0 | 0\% | 0 | 0\% |
| SKILLED CRAFT | 49 | 51 | 8 | 0 | 0\% | 1 | 13\% | 1 | 13\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  |  | 54 | 17 | 31\% | 16 | 30\% | 14 | 26\% | 3 | 6\% | 0 | 0\% |


| 1998 WORKFC.CE ANALYSIS <br> RTMENT: TRANSPORTATION - BUS DIVISIONS |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \end{aligned}$ | MIN | MAX | TOTAL EMPLOYES (1) | POSITIONS HELD (ii) | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \hline \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALS/ADMIN | 68 | 115 | 14 | 4 | 29\% | 6 | 43\% | 2 | 14\% | 0 | 0\% | 0 | 0\% |
| PROFESSIONALS | 42 | 85 | 22 | 4 | 18\% | 5 | 23\% | 4 | 18\% | 2 | 9\% | 0 | 0\% |
| TECHNICIANS | 46 | 71 | 199 | 31 | 16\% | 85 | 43\% | 38 | 19\% | 8 | 4\% | 0 | 0\% |
| PARAPROFESSIONALS | 35 | 49 | 18 | 12 | 67\% | 9 | 50\% | 2 | 11\% | 5 | 28\% | 0 | 0\% |
| OFFICE/CLERK | 23 | 46 | 33 | 25 | 76\% | 18 | 55\% | 9 | 27\% | 1 | 3\% | 0 | 0\% |
| BUS/TRAIN OPERATORS | 21 | 42 | 3587 | 897 | 25\% | 1657 | 46\% | 1259 | 35\% | 236 | 7\% | 18 | 1\% |
| Grand Totals: |  |  | 3873 | 973 | 25\% | 1780 | 46\% | 1314 | 34\% | 252 | 7\% | 18 | 0\% |

1998 WORKFGRE ANALYSIS

## SUPER DEPARTMENT: MAINTENANCE

|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| EEO JOB | SALARY |  | TOTAL | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% |
|  | MIN | MAX | EMPLOYEES (1) | HELD (ii) | HELD | HELD | HELD | HELD | HELD | HELD | HELD | HELD | HELD |
| OFFICIALS/ADMIN | 81 | 115 | 4 | 0 | 0\% | 0 | 0\% | 1 | 25\% | 0 | 0\% | 0 | 0\% |
| PROFESSIONALS | 47 | 65 | 6 | 3 | 50\% | 0 | 0\% | 2 | 33\% | 1 | 17\% | 0 | 0\% |
| TECHNICIANS | 40 | 71 | 13 | 1 | 8\% | 5 | 38\% | 4 | 31\% | 0 | 0\% | 0 | 0\% |
| OFFICE/CLERK | 39 | 46 | 2 | 2 | 100\% | 1 | 50\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| SKILLED CRAFT | 47 | 47 | 4 | 0 | 0\% | 0 | 0\% | 4 | 100\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  |  | 29 | 6 | 21\% | 6 | 21\% | 11 | 38\% | 1 | 3\% | 0 | 0\% |

i. Represents all employees. Based on MTA Human Resources data as of October 26, 1998 ii. The calculation of minority-held positions may include women.

| 1998 WORKF$\square$ CE ANALYSIS ARTMENT: FACILITIES AND NON-REVENUE |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| EEO JOB CATEGORY | MIN | max | TOTAL EMPLOYEES (1) | POSITIONS HELD (ii) | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS <br> HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | \% $\begin{gathered}\text { HELD }\end{gathered}$ | POSITIONS HELD | \% | POSITIONS | \% |
| OFFICIALS/ADMIN | 68 | 94 | 6 | 1 | 17\% | 3 | 50\% | 1 | 17\% |  |  |  |  |
| PROFESSIONALS | 47 | 67 | 10 | 1 | 10\% | 1 | 10\% | 2 | 20\% | 1 | 17\% | 0 | 0\% |
| TECHNICIANS | 38 | 71 | 27 | 1 | 4\% | 5 | 19\% | 9 | 33\% | 1 | 10\% | 0 | 0\% |
| PARAPROFESSIONALS | 36 | 50 | 6 | 6 | 100\% | 1 | 17\% | 1 | 17\% | 2 | 4\% | 0 | 0\% |
| OFFICE/CLERK | 34 | 39 | 4 | 4 | 100\% | 2 | 50\% | 2 | 50\% | 0 | 33\% | 0 | 0\% |
| SKILLED CRAFT | 35 | 54 | 151 | 8 | 5\% | 25 | 17\% | 35 | 23\% | 27 | 18\% | 0 | 1\% |
| SERVICEMMAINTENANCE | 20 | 45 | 95 | 22 | 23\% | 39 | 41\% | 43 | 45\% | 6 | 6\% | 0 | 0\% |
| Grand Totals: |  |  | 299 | 43 | 14\% | 76 | 25\% | 93 | $34 \%$ | 38 | 13\% | 1 | 0\% |


| 1998 WORKF CE ANALYSIS <br> SUPER DEPARTMENT: TRANSIT OPERATIONS |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | max | EMPLOTEESES (1) | POSITIONS HELD (ii) | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ H \in L D \end{gathered}$ | Postions | $\stackrel{\%}{\%}$ | positions | ${ }_{\text {\% }}^{\%}$ |
| OFFICIALSIADMIN | 87 | 87 | 1 | 0 | 0\% | 0 | 0\% | - | 0\% | 0 | 0\% | 0 | 0\% |
| PRofessionals <br> TECHMCIANS | $\frac{42}{64}$ | $\frac{42}{64}$ | 1 | $\stackrel{0}{1}$ | $\frac{0 \%}{100 \%}$ | $\bigcirc$ | \%\% | 0 | \%\% |  | 100\% | , | 0\% |
| OFFICECCLERK | 34 | 39 | 2 | 2 | 100\% | - | 50\% | 1 | - | 0 | 0\% | 0 | 0\% |
| SKILLED Craft | ${ }^{43}$ | 51 | 24 | 0 | 0\% | 0 | 0\% | 6 | - 25 | 4 | - $17 \%$ | 1 | - $4 \%$ |
| SERVICE MAITTENANC | ${ }^{37}$ | 43 | 5 | 3 | 60\% | 0 | 0\% | 5 | 100\% | 0 | 0\% | 0 | \% |
| Grand Tolas: |  |  | 34 | 6 | 18\% | 1 | 3\% | 12 | 35\% | 5 | 15\% | 1 | 3\% |


| 1998 WORKF CE ANALYSIS SUPER DEPARTMENT: RRC |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| EEO JOB CATEGORY | MIN | MAX | total <br> Employees (1) | POSITIONS HELD (ii) | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{array}{\|c\|} \hline \text { POSITIONS } \\ \text { HELD } \end{array}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS <br> HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALS/ADMIN | 77 | 105 | 4 | 0 | 0\% | 0 | 0\% | 0 | 0\% | 0 | 0\% | - 0 | 0\% |
| PROFESSIONALS | 41 | 74 | 3 | 1 | 33\% | 0 | 0\% | 1 | 33\% | 0 | 0\% | 0 | 0\% |
| TECHNICIANS | 53 | 71 | 11 | 0 | 0\% | 1 | 9\% | 6 | 55\% | 1 | 9\% | 0 | 0\% |
| PARAPROFESSIONALS | 12 | 39 | 5 | 5 | 100\% | 2 | 40\% | 2 | 40\% | 1 | 20\% | 0 | 0\% |
| OFFICEICLERK | 37 | 51 | 229 | 8 | 3\%. | 37 | 16\% | 103 | 45\% | 37 | 16\% | 0 | 0\% |
| BUS/TRAIN OPERATORS | 37 | 43 | 6 | 4 | 67\% | 6 | 100\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  |  | 258 | 18 | 7\% | 46 | 18\% | 112 | 43\% | 39 | 15\% | 0 | 0\% |

i. Represents all employees. Based on MTA Human Resources data as of October 26, 1998. ii. The calculation of minority-held positions may include women.
1998 WORKF CE ANALYSIS
SUPER DEPARTMENT: BUS DIVISIONS

i. Represents all employees. Based on MTA Human Resources data as of October 26, 1998.
ii. The calculation of minority-held positions may include women.

| 1998 WORKFO.CE ANALYSIS <br> SUPER DEPARTMENT: RAIL OPERATIONS |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| EEO JOB CATEGORY | MIN | MAX | total EMPLOYEES (1) | POSITIONS HELD (ii) | $\%$ HELD | POSITIONS HELD |  | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% |
| OFFICIALS/ADMIN | 69 | 120 | 9 | 0 | 0\% | 0 | 0\% | 3 | 33\% | 1 | 11\% |  |  |
| PROFESSIONALS | 55 | 72 | 10 | 0 | 0\% | 1 | 10\% | 2 | 20\% | 2 | 20\% | 0 | $0 \%$ |
| TECHNICIANS | 45 | 71 | 87 | 11 | 13\% | 25 | 29\% | 24 | 28\% | 7 | 8\% | 0 | 0\% |
| PARAPROFESSIONALS | 38 | 47 | 3 | 2 | 67\% | 0 | 0\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| OFFICE/CLERK | 33 | 41 | 19 | 12 | 63\% | 7 | 37\% | 7 | 37\% | 2 | 11\% | 0 | 0\% |
| SKILLED CRAFT | 44 | 54 | 166 | 2 | 1\% | 17 | 10\% | 34 | 20\% | 39 | 23\% | 0 | 0\% |
| SERVICEIMAINTENANCE | 37 | 43 | 34 | 12 | 35\% | 19 | 56\% | 8 | 24\% | 5 | 15\% | 0 | 0\% |
| BUSTRAIN OPERATORS | 42 | 42 | 119 | 15 | 13\% | 58 | 49\% | 35 | 29\% | 5 | 4\% | 0 | 0\% |
| Grand Totals: |  |  | 447 | 54 | 12\% | 127 | 28\% | 113 | 25\% | 61 | 14\% | 0 | 0\% |

Notes:
i. Represents all employees. Based on MTA Human Resources data as of October 26, 1998.
ii. The calculation of minority-held positions may include women.
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Notes:
i. Represent all employees. Based on MTA Human Resources data as of October 26, 1998
ii. The calculation of minority-held positions may include women.

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| 1998 WORKFOMUE ANALYSIS <br> SUPER DEPARTMENT:OPERATIONS PLANNING |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | TOTAL <br> EMPLOYEES (1) | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| EEO JOB | SALARY |  |  | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% |
| CATEGORY | MIN | MAX |  | HELD (ii) | HELD | HELD | HELD | HELD | HELD | HELD | HELD | HELD | HELD |
| JFFICIALS/ADMIN | 80 | 101 | 6 | 1 | 17\% | 0 | 0\% | 0 | 0\% | 2 | 33\% | 0 | 0\% |
| TROFESSIONALS | 42 | 84 | 24 | 5 | 21\% | 4 | 17\% | 3 | 13\% | 4 | 17\% | 0 | 0\% |
| TECHNICIANS | 38 | 59 | 62 | 17 | 27\% | 20 | 32\% | 19 | 31\% | 8 | 13\% | 0 | 0\% |
| PARAPROFESSIONALS | 23 | 43 | 3 | 1 | 33\% | 0 | 0\% | 0 | 0\% | 2 | 67\% | 0 | 0\% |
| OFFICE/CLERK | 30 | 40 | 4 | 4 | 100\% | 1 | 25\% | 2 | 50\% | 0 | 0\% | 0 | 0\% |
| BUSTRAIN OPERATORS | 42 | 42 | 2 | 0 | 0\% | 1 | 50\% | 1 | 50\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  |  | 101 | 28 | 28\% | 26 | 26\% | 25 | 25\% | 16 | 16\% | 0 | 0\% |

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| 1998 WORKFORCE ANALYSIS <br> SUPER DEPARTMENT ..- COUNTYWIDE PLANNING |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | native american |  |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \end{aligned}$ | $\begin{gathered} \mathrm{SALARY} \\ \mathrm{MIN} \end{gathered}$ | UUSAND MAX | TOTAL EMPLOYEES (1) | POSITIONS HELD (ii) | $\begin{gathered} \hline \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\%$ HELD | POSITIONS HELD | $\begin{gathered} \hline \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{array}{\|c\|} \hline \text { POSITIONS } \\ \text { HELD } \end{array}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALSIADMIN | 52 | 101 | 10 | 2 | 20\% | 3 | 30\% | 0 | 0\% | 1 | 10\% | 0 | 0\% |
| PROFESSIONALS | 44 | 66 | 9 | 3 | 33\% | 1 | 11\% | 1 | 11\% | 3 | 33\% | 0 | 0\% |
| PARAPROFESSIONALS | 41 | 44 | 4 | 3 | 75\% | 1 | 25\% | 1 | 25\% | 0 | 0\% | 0 | 0\% |
| OFFICEICLERK | 21 | 21 | 1 | 1 | 100\% | 0 | 0\% | 1 | 100\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  |  | 24 | 9 | 38\% | 5 | 21\% | 3 | 13\% | 4 | 17\% | 0 | 0\% |


Notes:
. Represent all employees. Based on MTA Human Resources data as of October 26, 1998. ii. The calculation of minority-held positions may include women.
Notes:
i. Represent all employees. Based on MTA Human Resources data as of October 26, 1998.
ii. The calculation of minority-held positions may include women.
Notes:
i. Represent all employees. Based on MTA Human Resources data as of October 26, 1998. ii. The calculation of minority-held positions may include women.

| 1998 WORKFORCE ANALYSIS <br> RTMENT ... ADMINISTRATION - REAL ESTATE |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \end{aligned}$ | $\begin{gathered} \text { SALARY } \\ M I N \end{gathered}$ | $\begin{aligned} & \text { IOUSAND } \\ & \text { MAX } \end{aligned}$ | TOTAL | $\begin{aligned} & \text { POSITIONS } \\ & \text { HELD (ii) } \end{aligned}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \hline \text { POSITIONS } \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | HELD | POSITIONS HELD | \% HELD | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALS/ADMIN | 79 | 125 | 5 | 2 | 40\% | 1 | 20\% | 1 | 20\% | 1 | 20\% | 0 | 0\% |
| PROFESSIONALS | 43 | 100 | 14 | 5 | 36\% | 4 | 29\% | 0 | 0\% | 1 | 7\% | 0 | 0\% |
| PARAPROFESSIONALS | 42 | 44 | 2 | 1 | 50\% | 0 | 0\% | 1 | 50\% | 0 | 0\% | 0 | 0\% |
| OFFICE/CLERK | 34 | 37 | 2 | 2 | 100\% | 0 | 0\% | 1 | 50\% | 0 | 0\% | 0 | 0\% |
| Grarid Totals: |  |  | 23 | 10 | 43\% | 5 | 22\% | 3 | 13\% | 2 | 9\% | 0 | 0\% |


| 1998 WORKA RCE ANALYSIS <br> DEPARTMENT ..- HUMAN RESOURCES |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | WOMEN |  | BLACK |  | hispanic |  | ASIAN |  | native american |  |
| EEO JOB CATEGORY | SALARY IN THOUSAND MIN MAX | TOTAL | $\begin{array}{\|c\|} \hline \text { POSITIONS } \\ \text { HELD (ii) } \end{array}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS held | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{array}{\|c\|} \hline \text { POSITIONS } \\ \text { HELD } \end{array}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALSIADMIN | $72 \times 116$ | 10 | 6 | 60\% | 5 | 50\% | 1 | 10\% | 3 | 30\% | 0 | 0\% |
| PROFESSIONALS | 41 66 | 35 | 25 | 71\% | 11 | 31\% | 3 | 9\% | 4 | 11\% | 1 | 3\% |
| PARAPROFESSIONALS | $21 \quad 49$ | 19 | 14 | 74\% | 8 | 42\% | 5 | 26\% |  | 5\% | 1 | 5\% |
| OTFICE/CLERK | $18 \quad 40$ | 22 | 21 | 95\% | 7 | 32\% | 11 | 50\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  | 86 | 66 | 77\% | 31 | 36\% | 20 | 23\% | 8 | 9\% | 2 | 2\% |


| 1998 WORKP~RCE ANALYSIS <br> SUPER DEPARTMENT $\qquad$ GENERAL SERVICES |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| EEO JOB CATEGORY | $\begin{array}{\|r\|} \hline \text { SALARY } \\ \hline \end{array}$ | OUSAND MAX | $\begin{array}{\|c\|} \hline \text { TOTAL } \\ \text { EMPLOYEES (1) } \\ \hline \end{array}$ | $\begin{aligned} & \text { POSITIONS } \\ & \text { HELD (ii) } \end{aligned}$ | $\begin{gathered} \% \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \hline \text { POSITIONS } \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{aligned} & \text { POSITIONS } \\ & \text { HELD } \end{aligned}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALSIADMIN | 56 | 84 | 2 | 0 | 0\% | 0 | 0\% | 1 | 50\% | , | 0\% | 0 | 0\% |
| PROFESSIONALS | 52 | 65 | 3 | 3 | 100\% | 0 | 0\% | 0 | 0\% | 0 | 0\% | 1 | 33\% |
| TECHNICIANS | 27 | 57 | 10 | 3 | 30\% | 2 | 20\% | 2 | 20\% | 2 | 20\% | 0 | 0\% |
| PARAPROFESSIONALS | 35 | 43 | 2 | 2 | 100\% | 0 | 0\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| OFFICEICLERK | 23 | 37 | 35 | 13 | 37\% | 14 | 40\% | 11 | 31\% |  | 20\% | 0 | 0\% |
| SKILLED CRAFT | 50 | 50 | 5 | 1 | 20\% | 0 | 0\% | 2 | 40\% | 1 | 20\% | 0 | 0\% |
| SERVICEMAINTENANCE | 25 | 40 | 35 | 15 | 43\% | 16 | 46\% | 13 | 37\% | 2 | 6\% | 0 | 0\% |
| Grand Totals: |  |  | 92 | 37 | 40\% | 32 | 35\% | 29 | 32\% | 12 | 13\% | 1 | 1\% |


| 1998 WORKFORCE ANALYSIS <br> DEPARTMENT ... OFFICE OF SAFETY |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | native american |  |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \end{aligned}$ | $\begin{gathered} \text { SALARY } \\ M I N \end{gathered}$ | OUSAND MAX | TOTAL | $\begin{aligned} & \text { POSITIONS } \\ & \text { HELD (ii) } \end{aligned}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{aligned} & \text { \% } \\ & \text { HELD } \end{aligned}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALS/ADMIN | 72 | 115 | 9 | 1 | 11\% | 1 | 11\% | 1 | 11\% | 2 | 22\% | 0 | 0\% |
| PROFESSIONALS | 48 | 75 | 18 | 0 | 0\% | 1 | 6\% | 4 | 22\% | 3 | 17\% | 1 | 6\% |
| OFFICE/CLERK | 29 | 43 | 5 | 5 | 100\% | 2 | 40\% | 0 | 0\% | 2 | 40\% | 1 | 20\% |
| Grand Totals: |  |  | 32 | 6 | 19\% | 4 | 13\% | 5 | 16\% | 7 | 22\% | 2 | 6\% |

Notes:
i. Represent all employees. Based on MTA Human Resources data as of October 26, 1998. ii. The calculation of minority-held positions may include women.
Notes:
i. Represent all employees. Based on MTA Human Resources data as of October 26, 1998.
ii. The calculation of minority-held positions may include women.
Notes:


|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \end{aligned}$ | SALARY MIN | USAND MAX | TOTAL | $\begin{aligned} & \text { POSITIONS } \\ & \text { HELD (ii) } \end{aligned}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \text { \% } \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \text { \% } \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALSIADMIN | 74 | 95 | 10 | 2 | 20\% | 1 | 10\% | 2 | 20\% | 1 | 10\% | - 0 | 0\% |
| PROFESSIONALS | 41 | 135 | 38 | 11 | 29\% | 10 | 26\% | 4 | 11\% | 5 | 13\% | 0 | 0\% |
| PARAPROFESSIONALS | 31 | 37 | 3 | 3 | 100\% | 1 | 33\% | 1 | 33\% | 0 | 0\% | 0 | 0\% |
| OFFICE/CLERK | 30 | 38 | 6 | 6 | 100\% | 2 | 33\% | 1 | 17\% | 3 | 50\% | 0 | 0\% |
| Grand Totals: |  |  | 57 | 22 | 39\% | 14 | 25\% | 8 | 14\% | 9 | 16\% | 0 | 0\% |


| 1998 WORKFURCE ANALYSIS <br> .-- COMMUNICATION, MEDIA RELATIONS, GOVT. REL. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | hispanic |  | ASIAN |  | NATIVE AMERICAN |  |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \end{aligned}$ | $\begin{gathered} \text { SALARY } \\ \text { MIN } \end{gathered}$ | $\begin{aligned} & \text { OUSAND } \\ & \text { MAX } \\ & \hline \end{aligned}$ | TOTAL | POSITIONS HELD (ii) | $\begin{gathered} \% \\ \text { HELD } \\ \hline \end{gathered}$ | $\begin{gathered} \hline \text { POSITIONS } \\ \text { HELDD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | HELD | POSITIONS HELD | HELD | POSITIONS HELD | $\begin{gathered} \hline \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALSIADMIN | 65 | 98 | 7 | 2 | 29\% | 2 | 29\% | 1 | 14\% | - | 14\% | - | 0\% |
| PROFESSIONALS | 38 | 70 | 22 | 11 | 50\% | 3 | 14\% | 6 | 27\% | 2 | 9\% | 0 | 0\% |
| PARAPROFESSIONALS | 35 | 42 | 3 | 2 | 67\% | 0 | 0\% | 1 | 33\% | 1 | 33\% | 0 | 0\% |
| OFFICE/CLERK | 26 | 48 | 11 | 7 | 64\% | 7 | 64\% | 3 | 27\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  |  | 43 | 22 | 51\% | 12 | 28\% | 11 | 26\% | 4 | 9\% | 0 | 0\% |

 ii. The calculation of minority-held positions may include women.

| 1998 WORKF RCE ANALYSIS <br> SUPER DEPARTMENT ... CUSTOMER INFORMATION |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \end{aligned}$ | $\begin{gathered} \text { SALARY } \\ M I N \end{gathered}$ | USAND MAX | TOTAL | POSITIONS HELD (ii) | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALSIADMIN | 68 | 68 | -1 | 0 | 0\% | 0 | 0\% | - | 0\% | 0 | 0\% | 0 | 0\% |
| PROFESSIONALS | 42 | 72 | 11 | 6 | 55\% | 4 | 36\% | 2 | 18\% | 1 | 9\% | 0 | 0\% |
| PARAPROFESSIONALS | 44 | 44 | 1 | 1 | 100\% | 1 | 100\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| OFFICEICLERK | 23 | 36 | 99 | 82 | 83\% | 45 | 45\% | 40 | 40\% | 5 | 5\% | 1 | 1\% |
| Grand Totals: |  |  | 112 | 89 | 79\% | 50 | 45\% | 42 | 38\% | 6 | 5\% | 1 | 1\% |


| 1998 WORKFO EE ANALYSIS <br> SUPER DEPARTMENT: CONSTRUCTION - QUALITY MANAGEMENT |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | women |  | BLACK |  | Hispanic |  | Asian |  | native american |  |
|  | ${ }_{\text {M }}{ }^{\text {S }}$ |  | EMPLOTALES | Postrions HEL (ii) | $\stackrel{\%}{\%}$ |  | \% | Postions HELD | $\%$ | OSTITONs | Held | Ostrions | Helo |
| OFFFCIALSISDMIN | 64 | ${ }_{\text {max }}^{143}$ | Emplores |  | - 50 |  |  |  | $\frac{\text { HEL }}{17 \%}$ | HELD | HELD | HELD | $\frac{\text { HELD }}{00 \%}$ |
| Professionals | ${ }^{38}$ | 71 | ${ }^{11}$ | 5 | 45\% | 0 | 0\% | 1 | 9\% | 2 | ${ }^{18 \%}$ | 0 | 0\% |
| PaRAPROFESSIONALS | $\stackrel{25}{16}$ | $\stackrel{48}{41}$ | 5 | ${ }_{3}^{4}$ |  | $\stackrel{4}{1}$ | 年0\% | 0 | \% | 1 | 20\% | 0 | O6 |
| Grand Toalas: |  |  | 27 | 15 | 56\% | 6 | 229 |  | 1\% |  |  |  |  |

i. Represents all employees. Based on MTA Human Resources data as of October 26, 1998. ii. The calculation of minority-held positions may include women.

| 1998 WORKFO.rCE ANALYSIS PER DEPARTMENT: ENGINEERING |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | SALARY |  | $\begin{array}{c\|} \hline \text { TOTAL } \\ \text { EMPLOYEES (1) } \\ \hline \end{array}$ | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| EEO JOB |  |  | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% | POSITIONS | \% |
| CATEGORY | MIN | MAX |  | HELD (ii) | HELD | HELD | HELD | HELD | HELD | HELD | HELD | HELD | HELD |
| OFFICIALS/ADMIN | 76 | 128 |  | 17 | 1 | 6\% | 2 | 12\% | 1 | 6\% | 6 | 35\% | 0 | 0\% |
| PROFESSIONALS | 47 | 95 | 39 | 6 | 15\% | 1 | 3\% | 3 | 8\% | 16 | 41\% | 0 | 0\% |
| TECHNICIANS | 34 | 59 | 2 | 0 | 0\% | 0 | 0\% | 1 | 50\% | 1 | 50\% | 0 | 0\% |
| PARAPROFESSIONALS | 36 | 54 | 2 | 1 | 50\% | 0 | 0\% | 2 | 100\% | 0 | 0\% | 0 | 0\% |
| OFFICEICLERK | 26 | 42 | 7 | 6 | 86\% | 2 | 29\% | 1 | 14\% | 2 | 29\% | 0 | 0\% |
| Grand Totals: |  |  | 67 | 14 | 21\% | 5 | 7\% | 8 | 12\% | 25 | 37\% | 0 | 0\% |


| 1998 WORKF$\qquad$ CE ANALYSIS ER DEPARTMENT: CONSTRUCTION |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| $\begin{aligned} & \text { EEO JOB } \\ & \text { CATEGORY } \\ & \hline \end{aligned}$ | MIN | MAX | TOTAL | POSITIONS HELD (ii) | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS <br> HELD |  | POSITIONS HELD |  |
| OFFICIALSIADMIN | 62 | 102 | 15 | 2 | 13\% | -1 | 7\% | 1 | 7\% | 0 | 0\% | 0 | 0\% |
| PROFESSIONALS | 50 | 80 | 10 | 3 | 30\% | 0 | 0\% | 2 | 20\% | 0 | 0\% | 0 | 0\% |
| OFFICE/CLERK | 33 | 43 | 6 | 6 | 100\% | 3 | 50\% | 1 | 17\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  |  | 31 | 11 | 35\% | 4 | 13\% | 4 | 13\% | 0 | 0\% | 0 | 0\% |

i. Represents all employees. Based on MTA Human Resources data as of October 26, 1998. ii. The calculation of minority-held positions may include women.

|  | 1998 WORKF$\square$ CE ANALYSIS ONSTRUCTION CONTRACTS PROGRAM MANAGEMENT |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| EEO JOB |  |  |  | WOM |  | BLA |  | HISP |  |  |  | NATIVE A | RICAN |
| CATEGORY | MIN | MAX | TOTAL EMPLOYEES (1) | $\begin{gathered} \text { POSITIONS } \\ \text { HELD (ii) } \\ \hline \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALS/ADMIN | 74 | 116 | 8 | 3 | 38\% | -1 | 13\% | 2 | 25\% | 0 | 0\% | - 0 | 0\% |
| PROFESSIONALS | 47 | 81 | 13 | 4 | 31\% | 1 | 8\% | 2 | 15\% | 3 | 23\% | 0 | 0\% |
| OFFICE/CLERK | 32 | 33 | 2 | 1 | 50\% | 0 | 0\% | 0 | 0\% | 0 | 0\% | 0 | 0\% |
| OFFICECLERK | 29 | 36 | 3 | 3 | 100\% | 2 | 67\% | 1 | 33\% | 0 | 0\% | 0 | 0\% |
| Grand Totals: |  |  | 26 | 11 | 42\% | 4 | 15\% | 5 | 19\% | 3 | 12\% | 0 | 0\% |


| 1998 WORKFONCE ANALYSIS <br> ENT .-- INFORMATION - TECHNOLOGY SERVICES |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | WOMEN |  | BLACK |  | HISPANIC |  | ASIAN |  | NATIVE AMERICAN |  |
| EEO JOB CATEGORY | SALARY MIN | USAND MAX | TOTAL EMPLOYEES (1) | $\begin{array}{c\|} \hline \text { POSITIONS } \\ \text { HELD (ii) } \end{array}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | POSITIONS HELD | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \text { POSITIONS } \\ \text { HELD } \end{gathered}$ | $\begin{gathered} \% \\ \text { HELD } \end{gathered}$ |
| OFFICIALS/ADMIN | 66 | 111 | 13 | 3 | 23\% | 1 | 8\% | 1 | 8\% | -6 | 46\% | - | 0\% |
| PROFESSIONALS | 45 | 80 | 58 | 20 | 34\% | 5 | 9\% | 5 | 9\% | 24 | 41\% | 0 | 0\% |
| TECHNICIANS | 29 | 57 | 22 | 7 | 32\% | 10 | 45\% | 4 | 18\% | 4 | 18\% | 0 | 0\% |
| PARAPROFESSIONALS | 23 | 34 | 2 | 2 | 100\% | 0 | 0\% | 1 | 50\% | 0 | 0\% | 0 | 0\% |
| OFFICE/CLERK | 34 | 39 | 9 | 6 | 67\% | 2 | 22\% | 2 | 22\% | 3 | 33\% | 1 | 11\% |
| SKILLED CRAFT | 40 | 54 | 30 | 0 | 0\% | 8 | 27\% | 11 | 37\% | 6 | 20\% | 0 | 0\% |
| Grand Totals: |  |  | 134 | 38 | 28\% | 26 | 19\% | 24 | 18\% | 43 | 32\% | 1 | 1\% |

## Chief Executive Office

| Department FTE's | FY 97 <br> Actual | Fly 98 <br> Refcst | FY 99 <br> Budget |
| :--- | ---: | ---: | ---: |
| Chief Executive Office | 23 | 12 | 11 |
| Management Audit Services | 42 | 43 | 61 |
| Board Research Services | 7 | 4 | 5 |
| Office Of Safety | 39 | 40 | 38 |
| Government Relations | 5 | 10 | 8 |
| Total | 116 | 109 | 123 |

Board Of Directors

| Department FTE's | FY 97 <br> Actual | FY 98 <br> Refcst | FY 99 <br> Budget |
| :--- | ---: | ---: | ---: |
| Office Of Board Secretary | 11 | 10 | 9 |
| Ethics Office | 8 | 8 | 7 |
| County Counsel | 6 | 4 | 4 |
| Inspector General | 37 | 37 | 42 |
| Total | 62 | 59 | 62 |

## Construction

| Department FTE's | FY 97 <br> Actual | FY 98 <br> Refcst | FY 99 <br> Budget |
| :--- | ---: | ---: | ---: |
| Metro Art | 9 | 6 | 5 |
| Public Affairs | 45 | 27 | 9 |
| Executive Office, Construction | 26 | 22 | 12 |
| Quality Management | 19 | 18 | 16 |
| Engineering | 98 | 98 | 73 |
| Construcrion | 29 | 27 | 30 |
| Program Management | 45 | 39 | 38 |
| Total | 271 | 237 | 183 |

## Comunications

| Department FTE's | FY 97 <br> Actual | FY 98 <br> Refcst | FY 99 <br> Budget |
| :--- | ---: | ---: | ---: |
| Executive Office, Communications | 7 | 4 | 0 |
| Media Relations | 12 | 11 | 7 |
| Marketing | 26 | 19 | 12 |
| Customer Relations | 128 | 126 | 134 |
| Total | 173 | 160 | 153 |

Transit Operations

| Department FTE's | FY 97 <br> Actual | FY 98 <br> Refcst | FY 99 <br> Budget |
| :--- | ---: | ---: | ---: |
| Executive Office, Transit Operations | 3 | 5 | 5 |
| Transit Operations Support | 94 | 90 | 95 |
| Service Dehverv Support | 152 | 194 | 195 |
| Maintenance Support | 717 | 692 | 653 |
| Northern Bus Region | 2162 | 2156 | 2167 |
| Southern Bus Region | 2,522 | 2538 | 2,599 |
| Transit Rail Operations | 433 | 397 | 484 |
| Total | 6,083 | 6,072 | 6,198 |

Finance

| Department FTE's | FY 97 <br> Actual | FY 98 <br> Refcst | FY 99 <br> Budget |
| :--- | ---: | ---: | ---: |
| Executive Office, Finance | 6 | 4 | 4 |
| Accounting | 70 | 65 | 64 |
| Treasury | 15 | 15 | 12 |
| Risk Managment | 23 | 20 | 19 |
| Revenue Administration | 131 | 129 | 131 |
| Office of Management \& Budget | 15 | 22 | 19 |
| Total | 260 | 255 | 249 |

## RTP\&D

| Department FTE's | FY 97 <br> Actual | FY 98 <br> Refcst | FY 99 <br> Budget |
| :--- | ---: | ---: | ---: |
| Executive Office, Reg Transp Plan \& Dev | 7 | 5 | 3 |
| Operations Planning | 61 | 63 | 54 |
| Countywide Planning | 25 | 25 | 21 |
| Transp Dev \& Implementation | 67 | 66 | 56 |
| Capital Planning | 26 | 24 | 22 |
| Total | 186 | 183 | 156 |

Office of Procurement

|  | FY 97 | FY 98 | FY 99 |
| :--- | ---: | ---: | ---: |
| Department FTE's | Actual | Refcst | Budget |
| Material Management | 141 | 135 | 181 |
| Proc/Contract Admin | 49 | 49 | 47 |
| Acquisition Warranty | 41 | 47 | 47 |
| Execuive Office, Procurement | 0 | 0 | 6 |
| Construction Procurement | 68 | 62 | 57 |
| Total | 299 | 293 | 338 |

## Administration

| Department FTE's | FY 97 <br> Actual | FY 98 <br> Refcst | FY 99 <br> Budget |
| :--- | ---: | ---: | ---: |
| Transit Security | 501 | 205 | 74 |
| Executive Office, Adminstration | 0 | 2 | 3 |
| Employee \& Labor Relations | 19 | 19 | 17 |
| Human Resources | 126 | 118 | 81 |
| General Services | 125 | 117 | 125 |
| Real Estate | 32 | 30 | 19 |
| Information \& Technology Services | 160 | 173 | 141 |
| Total | 963 | 664 | 460 |

# EQUAL EMPLOYMENT OPPORTUNITYIAFFIRMATIVE ACTION PLAN <br> UPDATE 1998 <br> SUPER DEPARTMENTS 

## NOTE:

Any Parent Cost Center with more than 20 employees has been designated a Super Department. In those instances where the Parent Cost Center has less than 20 employees, the department was combined with the umbrella Parent Cost Center with which it has a reporting relationship. To address the concern that individual large departments were being exempted from having to meet the goals, Child Cost Centers with more than 50 employees were made separate Super Departments wherever possible. (Child Cost Center Super Department's are bolded.) The number of employees is based on September 1998 employment data. The Super Department assignment does not include employees on Long-Term Leave of Absence or Special Assignment Program (Cost Centers: No. 5727 and No. 5728).

## Super Dept./ Cost Center Parent/Child Dept. Name Emplovees

## Board Of Directors

| 1110 | OFFICE OF BOARD SECRETARY | 006 |
| :--- | :--- | :--- |
| 1120 | ETHICS OFFICE | 007 |
| 1130 | LEGAL SERVICES | 003 |
| 1210 | COUNTY COUNSEL | 007 |
| 2710 | BOARD RESEARCH SERVICES | $\underline{005}$ |
|  |  | 028 |
| Inspector General |  |  |
| 1310 | INSPECTOR GENERAL | 037 |
|  |  |  |
| Executive Office |  | 009 |
| 2020 | DEPUTY CEO FINANCE \& ADMIN. |  |
| 2010 | CHIEF EXECUTIVE OFFICE | 003 |
| 6110 | EMPLOYEE \& LABOR RELATIONS | $016^{*}$ |
| 5310 | RISK MANAGEMENT OPERATIONS | $\underline{018}$ |
|  |  | 047 |

[^6] 3/24/99.

- NNL - No Number Listed
- NRF - No Record Found
Management Audit Services
2510
MANAGEMENT AUDIT ..... 004
2511 INTERNAL AUDIT ..... 010
2512 CONTRACT AUDIT ..... 025
2513 PERFORMANCE AUDIT ..... 010
2514 CONTRACTOR PRE-QUALIFICATION ..... 004
053
Transit Security
2610 TRANSIT SECURITY ..... 115
Transit Operations Support
3010 EXECUTIVE OFFICE, TRANSIT OPRN ..... 001
0311 NON-DEPARTMENTAL-OPERATIONS ..... NNL
3120 QUALITY ASSURANCE ..... 0203140MANPOWER, SYSTEMS \& SUPPORT009
3150 PERFORMANCE ANALYSIS/SYS SUPT. ..... 015
3199 DIRECTOR ADMINISTRATIVE SUPPORT ..... 004
3590 CONTRACT SERVICES049
Transportation Bus Divisions
3890 TRANSPORTATION ADMINISTRATION ..... 003
3201 TRANSPORTATION DIVISION 1 ..... 349
3202 TRANSPORTATION DIVISION 2 ..... 250
3203 TRANSPORTATION DIVISION 3 ..... 312
3205 TRANSPORTATION DIVISION 5 ..... 380
3206 TRANSPORTATION DIVISION 6 ..... 081
3207 TRANSPORTATION DIVISION 7 ..... 46032083209
TRANSPORTATION DIVISION 8 ..... 256
TRANSPORTATION DIVISION 9 ..... 385
3210 TRANSPORTATION DIVISION 10 ..... 364
3215 TRANSPORTATION DIVISION 15 ..... 407321832203230
3240
TRANSPORTATION DIVISION 18 ..... 519
MTA LITE \& TRANS SUPPORT ..... NRF
BUS OPERATIONS CONTROL ..... 055
CENTRAL INSTRUCTION - OPRNS ..... 049
Maintenance
3790
MAINTENANCE ADMINISTRATION ..... 009
3250 CENTRAL INSTRUCTION-MAINT. ..... NRF
3110 SERVICE QUALITY RESPONSE TEAM ..... 016025
Facilities and Non-Revenue
3341
FACILITIES SERVICES ..... 187*
3342 CUSTODIAL SERVICES ..... 105*
3344 CONTRACTS \& ADMINISTRATION ..... 011
3430 NON-REVENUE EQUIPMENT ..... NNL
3431
DIVISION 4 - NON-REVENUE ..... 022*330
Transit Operations

3432
3433
3434

SATELLITES 024*
RAIL SUPPORT ..... 011*
NON-REVENUE ADMINISTRATION ..... 003*038
RRC
34103420
344134423443RRC ADMIN.006*
CONTRACT SERVICES ..... NRF
POWER PLANT ..... 066*
REPAIR AND REFURBISH ..... 125*
SUPPORT SHOPS ..... 067*
264
Bus Division3503

MAINTENANCE DIVISION 3 NNL
MAINTENANCE DIVISION 8 NNL
MAINTENANCE DIVISION 15 NNL
MAINTENANCE DIVISION 1 NNL
MAINTENANCE DIVISION 9 NNL
STOPS \& ZONES 025*
MAINTENANCE DIVISION 6 NNL
MAINTENANCE DIVISION 7 NNL
MAINTENANCE DIVISION 10 NNL
MAINTENANCE DIVISION 2 NNL
MAINTENANCE DIVISION 5 NNL
MAINTENANCE DIVISION 18 NNL

## Rail Operations

3910 RGM, RAIL OPERATIONS 004
3920 MAINTENANCE OF WAY NNL
3930 RAIL TRANSPORTATION 001*
3940 RAIL EQUIP. MAINTENANCE NNL
$3950 \quad$ CENTRAL CONTROL FACILITY $\quad \underline{042}$

RTP\&D
4010 EXECUTIVE OFFICE-REG TRAN P\&D 004
4411 CAPITAL PLANNING ADMIN. 019
4412 BENEFIT ASSESSMENT $\underline{002}$
025

## Operations Planning

3350 CONGESTION RELIEF OPERATIONS 002
3351 SAFE 004

3352
3355
4110 OPER PLANNING \& SCHEDULING-ADM 002
4120 SCHEDULING 033
4130 OPERATIONS PLANNING 012
$4140 \quad$ OPERATIONS DATA ANALYSIS
097
Countywide Planning
4210
COUNTYWIDE PLANNING
008
4220 MOBILITY \& AIR QUALITY PROGRAMS 012
4230 TRANSIT SYSTEM INTEGRATION $\underline{005}$
025
Transportation Development \& Implementation
4310 MULTIMODAL PLANNING ADMIN. 007
4320 CENTRAL AREA TEAM 009
4330 SAN GABRIEL VALLEY AREA TEAM 009
4340 SOUTHEAST AREA TEAM 009
4350 SOUTH BAY AREA TEAM 006
4360 WESTSIDE AREA TEAM 006
4370 SAN FERN/NO CTY AREA TEAM 008
$4610 \quad$ BUS SYSTEM IMPROVEMENT PLANG $\underline{004}$

Finance, Treasury OMB \& Accounting
5010 EXECUTIVE OFFICE, FINANCE 004

5210 TREASURY 012
5610 OFFICE OF MANAGEMENT \& BUDGET $\underline{021}$

5110
ACCOUNTING
062
Revenue Administration
5410
REVENUE ADMINISTRATION
011
5420 FARE MEDIA \& SALES 037
5430 REVENUE COLLECTION EQUIP MT 036
5440 REVENUE COLLECTION 033
5450 CREDIT \& COLLECTIONS
127

## Administration \& Real Estate

6010 EXECUTIVE OFFICER, ADMIN. 003

6510 REAL ESTATE ADMINISTRATION $\underline{019}$

## Human Resources

2110
6210
6220
6230
6240

General Services
6410
6420
6430
6440
6450
EQUAL OPPORTUNITY HR ..... 007
HR ADMIN. \& SPECIAL PROGRAMS ..... 029
CAREER DEVELOP. \& TRNG CNTR. ..... 006
HR DEVELOPMENT ..... 013
PERSONNEL ..... 033088
GENERAL SERVICES - ADMIN. ..... 003
PRINTING SERVICES ..... 014
BUILDING SERVICES ..... 048
RECORDS \& MAIL SERVICES ..... 024
GRAPHIC SERVICES ..... 007
Office Of Safety
8210 CONSTRUCTION SAFETY ..... 018
6810 EXECUTIVE OFFICE OF SAFETY ..... 002
6820 SAFETY COMPLIANCE ..... 002
3650 SAFETY ..... 011
8360 SYSTEM SAFETY \& SECURITY ..... 005038
Office Of Procurement
2120 CONTRACT COMPLIANCE PROCURMT. ..... 016
6310 PROCUREMENT ADMINISTRATION ..... 010
6320 ACQUISITION WARRANTY ..... 020
6330 INVENTORY MANAGEMENT ..... 029
6340 CONTRACTS ..... 016
6360 RELIABILITY PROGRAM MGMT ..... 012
6910 EXECUTIVE OFFICE, PROCUREMENT ..... 005108
6350 LOGISTICS ..... 120
Construction Procurement
6920 CONTRACT ADMIN./PROF SRVS-CONS ..... 010
6930 CONTRACT ADMIN./CONSTRUCTION ..... 020
6940 CONTRACT ADMIN./CSC ..... 010
8520 CONSTRUCTION CONTRACT ADMIN. ..... 005
8640 ESTIMATING ..... 011056
Communications, Media Relations, Government Relations
7110
PUBLIC RELATIONS ..... 007
7130 GOVERNMENT RELATIONS ..... 007
7140 MARKETING ..... 012
7171 CUSTOMER SERVICE ADMIN. ..... 005
7172 PASSENGER RELATIONS ..... 012 ..... 043
7173 CUSTOMER INFORMATION ..... 106Construction \& Quality Management Engineering7120
METRO ART ..... 009
7160 PUBLIC AFFAIRS ..... 012
8010 EXECUTIVE OFFICE, CONSTRUCTION ..... 011
Engineering
3343
OPERATIONS FACILITIES ENGRG. ..... 017
3370 RAIL OPERATION SUPPORT ..... 012
8110 QUALITY MANAGEMENT ..... 013
8310 ENGINEERING MANAGEMENT ..... 001
8320 - CONSTRUCTION FACILS ENGRG. ..... 015
8330 SYSTEMS ENGINEERING ..... 005
8350 RAIL ACTIVATION ..... $\underline{004}$
Construction
8340 THIRD PARTY COORDINATION ..... 009
8410 CONSTRUCTION MANAGEMENT ..... 016
8420 ENVIRONMENT COMPLIANCE ..... 002
8430 ENVIRONMENT SERVICES ..... 004022
Construction Contracts Program Management
8610
PROGRAM CONTROL ..... 015
8620 CONFIGURATION SYSTEMS ..... 008
8630 PROGRAM ANALYSIS ..... 003026
Information \& Technology Services
9210 INFO \& TECH SRVCS-ADMIN. ..... 049
9220 INFO \& TECH SRVCS-TECH SRVCS ..... 044
9230 INFO \& TECH SRVCS-NETWORK SRVS ..... 043136
MTA AVAILABILITY WEIGHT CALCULATIONS

|  | 1998 |  |  |  |  |  |  | Availability Weights**********) |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| EEO CATEGORY | Total New Hires \& Promotions | Promotions <br> \& Transfers | New Hires | Share of New Hires from LA County | Share of New Hires from 4 County | Share of New Hires from Balance of State | New Hires from out of State | LA County | $\begin{gathered} 4 \text { - County } \\ \text { Area } \end{gathered}$ | Balance <br> of State | Out of <br> State** | Promotions <br> \& Transfers | Weight Assigned to LA Labor Force |
| Officials and <br> Administrators | 28 | 15 | 13 | 76.92\% | 7.69\% | 15.38\% | 0.00\% | $0.34^{*}$ 0.36 | $\begin{aligned} & \hline 0.03^{*} \\ & 0.04 \\ & \hline \end{aligned}$ | $\begin{aligned} & \hline 0.06^{*} \\ & 0.07 \\ & \hline \end{aligned}$ | 0.00 | $\begin{aligned} & 0.52^{*} \\ & 0.54 \\ & \hline \end{aligned}$ | 0.05 |
| Professionals | 67 | 7 | 60 | 58.33\% | 38.33\% | 3.33\% | 0.00\% | $\begin{gathered} \hline 0.50^{*} \\ 0.52 \\ \hline \end{gathered}$ | $\begin{gathered} \hline 0.32^{*} \\ 0.34 \\ \hline \end{gathered}$ | $\begin{gathered} \hline 0.03^{*} \\ 0.03 \\ \hline \end{gathered}$ | 0.00 | $\begin{aligned} & \hline 0.10 \\ & 0.10 \\ & \hline \end{aligned}$ | 0.05 |
| Technicians | 18 | 11 | 7 | 14.28\% | 71.42\% | 14.20\% | 0.00\% | $\begin{aligned} & \hline 0.05^{*} \\ & 0.06 \\ & \hline \end{aligned}$ | $\begin{gathered} \hline 0.26^{*} \\ 0.28 \\ \hline \end{gathered}$ | $\begin{aligned} & \hline 0.05^{*} \\ & 0.06 \\ & \hline \end{aligned}$ | 0.00 | $\begin{aligned} & \hline 0.59^{*} \\ & 0.61 \\ & \hline \end{aligned}$ | 0.05 |
| Protective/ Service | 0 | 0 | 0 | 0.00\% | 0.00\% | 0.00\% | 0.00\% |  |  |  |  |  | 0.1 |
| Paraprofessionals | 33 | 4 | 29 | 79.31\% | 20.68\% | 0.00\% | 0.00\% | $\begin{gathered} \hline 0.68^{*} \\ 0.70 \\ \hline \end{gathered}$ | $\begin{gathered} \hline 0.16^{*} \\ 0.18 \\ \hline \end{gathered}$ | 0.00 | 0.00 | $\begin{gathered} \hline 0.11^{*} \\ 0.12 \\ \hline \end{gathered}$ | 0.05 |
| Office/Clerical | 202 | 9 | 193 | 91.19\% | 8.80\% | 0.00\% | 0.00\% | $\begin{gathered} 0.82^{*} \\ 0.87 \\ \hline \end{gathered}$ | $\begin{gathered} \hline 0.05^{*} \\ 0.08 \\ \hline \end{gathered}$ | 0.00 | 0.00 | $\begin{aligned} & 0.03^{*} \\ & 0.04 \\ & \hline \end{aligned}$ | 0.1 |
| Skilled Craft | 56 | 17 | 39 | 69.23\% | 30.76\% | 0.00\% | 0.00\% | $\begin{gathered} \hline 0.46^{*} \\ 0.48 \\ \hline \end{gathered}$ | $\begin{gathered} \hline 0.20^{*} \\ 0.21 \\ \hline \end{gathered}$ | 0.00 | 0.00 | $\begin{gathered} \hline 0.29^{*} \\ 0.30 \\ \hline \end{gathered}$ | 0.05 |
| Servicel <br> Maintenance | 65 | 5 | 60 | 76.66\% | 21.66\% | 1.66\% | 0.00\% | $\begin{aligned} & 0.68^{*} \\ & 0.71 \\ & \hline \end{aligned}$ | $\begin{aligned} & 0.17^{*} \\ & 0.20 \end{aligned}$ | $\begin{array}{r} 0.00 \\ 0.02 \\ \hline \end{array}$ | 0.00 | $\begin{aligned} & 0.05^{*} \\ & 0.08 \\ & \hline \end{aligned}$ | 0.1 |
| Bus/Train Operators | 479 | 0 | 479 | 84.55\% | 13.15\% | 2.29\% | 0.00\% | $\begin{aligned} & 0.80^{*} \\ & 0.85 \end{aligned}$ | $\begin{gathered} 0.10^{*} \\ 0.13 \end{gathered}$ | $\begin{gathered} 0.00^{*} \\ 0.02 \end{gathered}$ | 0.00 | 0.00 | 0.1 |
| Total | 948 | 68 | 880 |  |  |  |  |  |  |  |  |  |  |

** Out of state applicants were insignificant share of total * Calculations adjusted to reflect LA Labor Force weight factor (Total weights add up to $100 \%$ )
APPENDIX 7-B

|  | fficials and Administrators |  |  |  |  |  |  |  |  |  |  |  | APPENDIX 7-B |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Women |  |  | Black |  |  | Hispanic |  |  | Asian |  |  | Native American |  |  |
|  | \% | Weight | Weighted \%* | \% | Weight | $\begin{array}{\|c\|} \hline \text { Weighted } \\ \% \\ \hline \end{array}$ | \% | Weight | $\begin{gathered} \hline \text { Weighted } \\ \% \\ \hline \end{gathered}$ | \% | Weight | $\begin{gathered} \text { Weighted } \\ \% \end{gathered}$ | \% | Weight | $\begin{array}{\|c} \hline \text { Weighted } \\ \% \end{array}$ |
| Percent of the Labor Force in Immediate Labor Market Area* | 43.34\% | 0.05 | 2.17\% | 10.05\% | 0.05 | 0.50\% | 34.64\% | 0.05 | 1.73\% | 10.77\% | 0.05 | 0.54\% | 0.51\% | 0.05 | 0.03\% |
| Percent of the Labor Force in Immediate Labor Market Area with Requesite Skills* | 38.72\% | 0.34 | 13.16\% | 7.10\% | 0.34 | 2.41\% | 13.12\% | 0.34 | 4.46\% | 9.77\% | 0.34 | 3.32\% | 0.38\% | 0.34 | 0.13\% |
| Percent of the Labor Force in 4-Countr** Labor Market Area with Requesite Skills | 35.43\% | 0.03 | 1.06\% | 2.18\% | 0.03 | 0.07\% | 8.67\% | 0.03 | 0.26\% | 4.63\% | 0.03 | 0.14\% | 0.60\% | $0.03$ | 0.02\% |
| Percent of the Labor Force in Statewide Recruitment Area wl Requisite Skills | 39.83\% | 0.06 | 2.39\% | 3.63\% | 0.06 | 0.22\% | 6.86\% | 0.06 | 0.41\% | 6.35\% | 0.06 | 0.38\% | 0.63\% | 0.06 | 0.04\% |
| Percent of MTA Labor <br> Force among Those <br> Promotable or <br> Transferable*** | 23.91\% | 0.52 | 12.43\% | 17.75\% | 0.52 | 9.23\% | 13.04\% | 0.52 | 6.78\% | 14.85\% | 0.52 | 7.72\% | 0.03\% | 0.52 | 0.02\% |
| Availability Estimate |  |  | 31.22\% |  |  | 12.43\% |  |  | 13.65\% |  |  | 12.10\% |  |  | 0.23\% |
| Market Availability |  |  | 38.72\% |  |  | 7.10\% |  |  | 13.12\% |  |  | 9.77\% |  |  | 0.38\% |

[^7]MTA 1998 LABOR FORCE A 1 LABILITY COMPUTATIONS
MTA 1998 LABOR FORCE LABILITY COMPUTATIONS
EEO CATEGORY 22-Professionals

|  | Women |  |  | Black |  |  | Hispanic |  |  | Asian |  |  | Native American |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | \% | Weight | Weighted \%* | \% | Weight | $\begin{array}{\|c\|} \hline \text { Weighted } \\ \% \\ \hline \end{array}$ | \% | Weight | Weighted \% | \% | Weight | $\begin{gathered} \text { Weighted } \\ \% \\ \hline \end{gathered}$ | \% | Weight | Weighted \% |
| Percent of the Labor Force in Immediate Labor Market Area* | 43.34\% | 0.05 | 2.17\% | 10.05\% | 0.05 | 0.50\% | 34.64\% | 0.05 | 1.73\% | 10.77\% | 0.05 | 0.54\% | 0.51\% | 0.05 | 0.03\% |
| Percent of the Labor Force in Immediate Labor Market Area with Requesite Skills** | 42.77\% | 0.50 | 21.39\% | 8.72\% | 0.50 | 4.36\% | 12.11\% | 0.50 | 6.06\% | 16.72\% | 0.50 | 8.36\% | 0.37\% | 0.50 | 0.19\% |
| Percent of the Labor Force in 4-County** Labor Market Area with Requesite Skills | 40.43\% | 0.32 | 12.94\% | 3.13\% | 0.32 | 1.00\% | 8.98\% | 0.32 | 2.87\% | 10.18\% | 0.32 | 3.26\% | 0.51\% | 0.32 | 0.16\% |
| Percent of the Labor <br> Force in Statewide <br> Recruitment Area wl <br> Requisite Skills | 45.95\% | 0.03 | 1.38\% | 5.59\% | 0.03 | 0.17\% | 9.27\% | 0.03 | 0.28\% | 13.07\% | 0.03 | 0.39\% | 0.52\% | 0.03 | 0.02\% |
| Percent of MTA Labor <br> Force among Those <br> Promotable or <br> Transferable ${ }^{* * *}$ | 33.48\% | 0.10 | 3.35\% | 18.13\% | 0.10 | 1.81\% | 14.10\% | 0.10 | 1.41\% | 21.39\% | 0.10 | 2.14\% | 0.62\% | 0.10 | 0.06\% |
| Availability Estimate |  |  | 41.22\% |  |  | 7.84\% |  |  | 12.35\% |  |  | 14.69\% |  |  | 0.45\% |
| Market Availability |  |  | 42.77\% |  |  | 8.72\% |  |  | 12.11\% |  |  | 16.72\% |  |  | 0.37\% |

[^8]MTA 1998 LABOR FORCE ANABILITY COMPUTATIONS
EEO CATEGORY 23-Technicians

|  | Women |  |  | Black |  |  | Hispanic |  |  | Asian |  |  | Native American |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | \% | Weight | $\begin{array}{c}\text { Weighted } \\ \%^{*}\end{array}$ | \% | Weight | $\begin{array}{\|c} \hline \text { Weighted } \\ \% \\ \hline \end{array}$ | \% | Weight | Weighted <br> $\%$ | \% | Weight | Weighted \% | \% | Weight | $\begin{gathered} \text { Weighted } \\ \% \\ \hline \end{gathered}$ |
| Percent of the Labor Force in Immediate Labor Market Area* | 43.34\% | 0.05 | 2.17\% | 10.05\% | 0.05 | 0.50\% | 34.64\% | 0.05 | 1.73\% | 10.77\% | - 0.05 | 0.54\% | 0.51\% | 0.05 | 0.03\% |
| Percent of the Labor Force in Immediate Labor Market Area with Requesite Skills* | 40.63\% | 0.05 | 2.03\% | 11.56\% | 0.05 | 0.58\% | 18.10\% | 0.05 | 0.91\% | 15.14\% | 0.05 | 0.76\% | 0.45\% | 0.05 | 0.02\% |
| Percent of the Labor Force in 4-County"* Labor Market Area with Requesite Skills | 40.79\% | 0.26 | 10.61\% | 4.16\% | 0.26 | 1.08\% | 12.70\% | 0.26 | 3.30\% | 10.12\% | 0.26 | 2.63\% | 0.68\% | 0.26 | 0.18\% |
| Percent of the Labor Force in Statewide Recruitment Area wl Requisite Skills | 41.21\% | 0.05 | 2.06\% | 6.16\% | 0.05 | 0.31\% | 9.36\% | 0.05 | 0.47\% | 13.43\% | 0.05 | 0.67\% | 0.71\% | 0.05 | 0.04\% |
| Percent of MTA Labor Force among Those Promotable or Transferable*** | 15.41\% | 0.59 | 9.09\% | 31.76\% | 0.59 | 18.74\% | 24.06\% | 0.59 | 14.20\% | 6.95\% | 0.59 | 4.10\% | 0.00\% | 0.05 | 0.00\% |
| Availability Estimate |  |  | 25.96\% |  |  | 21.21\% |  |  | 20.60\% |  |  | 8.70\% |  |  | 0.26\% |
| Market Availability |  |  | 40.63\% |  |  | 11.56\% |  |  | 18.10\% |  |  | 15.14\% |  |  | 0.45\% |

[^9]MTA 1998 LABOR FORCE mallability COMPUTATIONS
EEO CATEGORY 24 - Protective/Service

|  | Women |  |  | Black |  |  | Hispanic |  |  | Asian |  |  | Native American |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | \% | Weight | Weighted $\qquad$ | \% | Weight | $\begin{array}{\|c} \hline \text { Weighted } \\ \% \\ \hline \end{array}$ | \% | Weight | $\begin{gathered} \hline \text { Weighted } \\ \% \\ \hline \end{gathered}$ | \% | Weight | $\begin{gathered} \text { Weighted } \\ \% \\ \hline \end{gathered}$ | \% | Weight | Weighted \% |
| Percent of the Labor Force in Immediate Labor Market Area* | 43.34\% | 0.10 | 4.33\% | 10.05\% | 0.10 | 1.01\% | 34.64\% | 0.10 | 3.46\% | 10.77\% | 0.10 | 1.08\% | 0.51\% | 0.10 | 0.05\% |
| Percent of the Labor Force in Immediate Labor Market Area with Requesite Skills* | 18.10\% | 0.73 | 13.14\% | 16.62\% | 0.73 | 12.07\% | 19.76\% | 0.73 | 14.35\% | 4.11\% | 0.73 | 2.98\% | 0.53\% | 0.73 | 0.38\% |
| Percent of the Labor Force in 4-County** Labor Market Area with Requesite Skills | 16.38\% | 0.16 | 2.62\% | 6.07\% | 0.16 | 0.97\% | 14.60\% | 0.16 | 2.34\% | 2.78\% | 0.16 | 0.45\% | 1.26\% | 0.16 | 0.20\% |
| Percent of the Labor <br> Force in Statewide <br> Recruitment Area w/ <br> Requisite Skills | 17.69\% | 0.00 | 0.00\% | 6.58\% | 0.00 | 0.00\% | 12.74\% | 0.00 | 0.00\% | 3.79\% | 0.00 | 0.00\% | 1.26\% | 0.00 | 0.00\% |
| Percent of MTA Labor <br> Force among Those <br> Promotable or <br> Transferabte*** | 4.85\% | 0.00 | 0.00\% | 26.21\% | 0.00 | 0.00\% | 31.06\% | 0.00 | 0.00\% | 8.73\% | 0.00 | 0.00\% | 1.26\% | 0.00 | 0.00\% |
| Availability Estimate |  |  | 20.10\% |  |  | 14.05\% |  |  | 20.15\% |  |  | 4.51\% |  |  | 0.64\% |
| Market Availability |  |  | 18.10\% |  |  | 16.62\% |  |  | 19.76\% |  |  | 4.11\% |  |  | 0.53\% |

[^10]MTA 1998 LABOR FORCE AwAILABILITY COMPUTATIONS

|  | Women |  |  | Black |  |  | Hispanic |  |  | Asian |  |  | Native American |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | \% | Weight | Weighted \%* | \% | Weight | $\begin{array}{\|c} \hline \text { Weighted } \\ \% \\ \hline \end{array}$ | \% | Weight | Weighted $\%$ | \% | Weight | Weighted \% | \% | Weight | $\begin{array}{\|c\|} \hline \text { Weighted } \\ \% \end{array}$ |
| Percent of the Labor Force in Immediate Labor Market Area* | 43.34\% | 0.05 | 2.17\% | 10.05\% | 0.05 | 0.50\% | 34.64\% | 0.05 | 1.73\% | 10.77\% | 0.05 | 0.54\% | 0.51\% | 0.05 | 0.03\% |
| Percent of the Labor Force in Immediate Labor Market Area with Requesite Skills* | 66.95\% | 0.68 | 45.53\% | 15.72\% | 0.68 | 10.69\% | 22.96\% | 0.68 | 15.81\% | 13.05\% | 0.68 | 8.87\% | 0.74\% | 0.68 | 0.50\% |
| Percent of the Labor Force in 4-County** Labor Market Area with Requesite Skills | 72.76\% | 0.16 | 11.64\% | 5.22\% | 0.16 | 0.84\% | 17.27\% | 0.16 | 2.76\% | 7.08\% | 0.16 | 1.13\% | 0.67\% | 0.16 | 0.11\% |
| Percent of the Labor Force in Statewide Recruitment Area w/ Requisite Skills | 71.88\% | 0.00 | 0.00\% | 7.73\% | 0.00 | 0.00\% | 12.78\% | 0.00 | 0.00\% | 10.46\% | 0.00 | 0.00\% | 0.95\% | 0.00 | 0.00\% |
| Percent of MTA Labor Force among Those Promotable or Transferable** | 66.88\% | 0.11 | 7.36\% | 31.78\% | 0.11 | 3.50\% | 26.49\% | 0.11 | 2.91\% | 17.21\% | 0.11 | 1.89\% | 0.66\% | 0.11 | 0.07\% |
| Availability Estimate |  |  | 66.69\% |  |  | 15.52\% |  |  | 23.02\% |  |  | 12.44\% |  |  | 0.71\% |
| Market Availability |  |  | 66.69\% |  |  | 15.72\% |  |  | 22.96\% |  |  | 13.05\% |  |  | 0.74\% |

 * Table 3: Los Angeles County
** Table 4: Orange, San Bemadino, Riverside and Ventura Counties
MTA 1998 LABOR FORCE AVAILABILITY COMPUTATIONS
EEO CATEGORY 26 - Office/Clerical

|  | Women |  |  | Black |  |  | Hispanic |  |  | Asian |  |  | Native American |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | \% | Weight | $\begin{array}{\|c\|} \hline \text { Weighted } \\ \%{ }^{\circ} \\ \hline \end{array}$ | \% | Weight | $\begin{gathered} \hline \text { Weighted } \\ \% \\ \hline \end{gathered}$ | \% | Weight | $\begin{gathered} \hline \text { Weighted } \\ \% \\ \hline \end{gathered}$ | \% | Weight | $\begin{gathered} \hline \text { Weighted } \\ \% \\ \hline \end{gathered}$ | \% | Weight | $\begin{array}{\|c\|} \hline \text { Weighted } \\ \% \\ \hline \end{array}$ |
| Percent of the Labor Force in Immediate Labor Market Area* | 43.34\% | 0.10 | 4.33\% | 10.05\% | 0.10 | 1.01\% | 34.64\% | 0.10 | 3.46\% | 10.77\% | 0.10 | 1.08\% | 0.51\% | 0.10 | 0.05\% |
| Percent of the Labor Force in Immediate Labor Market Area with Requesite Skills* | 74.82\% | 0.82 | 61.35\% | 11.51\% | 0.82 | 9.44\% | 29.95\% | 0.82 | 24.56\% | 12.54\% | 0.82 | 10.28\% | 0.55\% | 0.82 | 0.45\% |
| Percent of the Labor Force in 4-County** Labor Market Area with Requesite Skills | 79.87\% | 0.05 | 3.99\% | 4.08\% | 0.05 | 0.20\% | 18.78\% | 0.05 | 0.94\% | 6.82\% | 0.05 | 0.34\% | 0.78\% | 0.05 | 0.04\% |
| Percent of the Labor Force in Statewide Recruitment Area w/ Requisite Skills | 79.50\% | 0.00 | 0.00\% | 6.29\% | 0.00 | 0.00\% | 14.38\% | 0.00 | 0.00\% | 10.29\% | 0.00 | 0.00\% | 1.02\% | 0.00 | 0.00\% |
| Percent of MTA Labor Force among Those Promotabte or Transferable ${ }^{* * *}$ | 64.21\% | 0.03 | 1.93\% | 42.50\% | 0.03 | 1.28\% | 34.53\% | 0.03 | 1.04\% | 9.21\% | 0.03 | 0.28\% | 0.46\% | 0.03 | 0.01\% |
| Availability Estimate |  |  | 71.61\% |  |  | 11.92\% |  |  | 30.00\% |  |  | 11.98\% |  |  | 0.55\% |
| Market Availability |  |  | 74.82\% |  |  | 11.51\% |  |  | 29.95\% |  |  | 12.54\% |  |  | 0.55\% |

[^11]MTA 1998 LABOR FORCE AVAILABILITY COMPUTATIONS
MTA 1998 LABOR FORCE AMABILITY COMPUTATIONS

\begin{tabular}{|c|c|c|c|c|c|c|c|c|c|c|c|c|c|c|c|}
\hline \& \multicolumn{3}{|l|}{Women} \& \multicolumn{3}{|l|}{Black} \& \multicolumn{3}{|l|}{Hispanic} \& \multicolumn{3}{|l|}{Asian} \& \multicolumn{3}{|l|}{Native American} \\
\hline \& \% \& Weight \& Weighted
\(\%^{*}\) \& \% \& Weight \& Weighted \% \& \% \& Weight \& \[
\begin{array}{|c|}
\hline \text { Weighted } \\
\% \\
\hline
\end{array}
\] \& \% \& Weight \& Weighted \& \% \& Weight \& Weighted \% \\
\hline Percent of the Labor Force in Immediate Labor Market Area* \& 43.34\% \& 0.10 \& 4.33\% \& 10.05\% \& 0.10 \& 1.01\% \& 34.64\% \& 0.10 \& 3.46\% \& 10.77\% \& - 0.10 \& 1.08\% \& 0.51\% \& 0.10 \& 0.05\% \\
\hline Percent of the Labor Force in Immediate Labor Market Area with Requesite Skills* \& 15.74\% \& 0.68 \& 10.70\% \& 14.29\% \& 0.68 \& 9.72\% \& 56.59\% \& 0.68 \& 38.48\% \& 4.81\% \& 0.68 \& 3.27\% \& 0.66\% \& 0.68 \& 0.45\% \\
\hline Percent of the Labor Force in 4-County** Labor Market Area with Requesite Skills \& 15.58\% \& 0.17 \& 2.65\% \& 5.17\% \& 0.17 \& 0.88\% \& 37.61\% \& 0.17 \& 6.39\% \& 3.72\% \& 0.17 \& 0.63\% \& 0.98\% \& 0.17 \& 0.17\% \\
\hline Percent of the Labor Force in Statewide Recruitment Area wl Requisite Skills \& 16.13\% \& 0.00 \& 0.00\% \& 9.56\% \& 0.00 \& 0.00\% \& 38.69\% \& 0.00 \& 0.00\% \& 5.56\% \& 0.00 \& 0.00\% \& 1.11\% \& 0.00 \& 0.00\% \\
\hline \begin{tabular}{l}
Percent of MTA Labor \\
Force among Those \\
Promotable or \\
Transferable***
\end{tabular} \& 31.51\% \& 0.05 \& 1.58\% \& 44.88\% \& 0.05 \& 2.24\% \& 36.79\% \& 0.05 \& 1.84\% \& 7.75\% \& 0.05 \& 0.39\% \& 0.66\% \& 0.00

0.05 \& 0.00\% <br>
\hline Availability Estimate \& \& \& 19.26\% \& \& \& 13.85\% \& \& \& 50.18\% \& \& \& 5.37\% \& \& \& 0.70\% <br>
\hline Market Availability \& \& \& 15.74\% \& \& \& 14.29\% \& \& \& 56.59\% \& \& \& 4.81\% \& \& \& 0.66\% <br>
\hline
\end{tabular}

[^12]MTA 1998 LABOR FORCE AILABILITY COMPUTATIONS
EEO CATEGORY 29 - Bus Drivers/Train Operators

|  | Women |  |  | Black |  |  | Hispanic |  |  | Asian |  |  | Native American |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | \% | Weight | Weighted $\%^{*}$ | \% | Weight | $\begin{array}{\|c} \hline \text { Weighted } \\ \% \\ \hline \end{array}$ | \% | Weight | Weighted \% | \% | Weight | $\begin{gathered} \text { Weighted } \\ \% \\ \hline \end{gathered}$ | \% | Weight | Weighted \% |
| Percent of the Labor Force in Immediate Labor Market Area* | 43.34\% | 0.10 | 4.33\% | 10.05\% | 0.10 | 1.01\% | 34.64\% | 0.10 | 3.46\% | 10.77\% | 0.10 | 1.08\% | 0.51\% | 0.10 | 0.05\% |
| Percent of the Labor Force in Immediate Labor Market Area with Requesite Skills* | 32.73\% | 0.76 | 24.80\% | 45.03\% | 0.76 | 34.12\% | 26.15\% | 0.76 | 19.81\% | 3.66\% | 0.76 | 2.77\% | 0.72\% | 0.76 | 0.55\% |
| Percent of the Labor Force in 4-County"* Labor Market Area with Requesite Skills | 47.25\% | 0.14 | 6.45\% | 13.88\% | 0.14 | 1.89\% | 22.89\% | 0.14 | 3.12\% | 3.05\% | 0.14 | 0.42\% | 2.41\% | 0.14 | 0.33\% |
| Percent of the Labor Force in Statewide Recruitment Area w/ Requisite Skills | 41.37\% | 0.00 | 0.00\% | 26.33\% | 0.00 | 0.00\% | 19.18\% | 0.00 | 0.00\% | 3.85\% | 0.00 | 0.00\% | 1.48\% | 0.00 | 0.00\% |
| Percent of MTA Labor <br> Force among Those <br> Promotable or <br> Transferable ${ }^{* *}$ | 26.27\% | 0.00 | 0.00\% | 46.96\% | 0.00 | 0.00\% | 34.33\% | 0.00 | 0.00\% | 6.20\% | 0.00 | 0.00\% | 0.52\% | 0.00 | 0.00\% |
| Availability Estimate |  |  | 35.58\% |  |  | 37.02\% |  |  | 26.40\% |  |  | 4.27\% |  |  | 0.93\% |
| Market Availability |  |  | 32.73\% |  |  | 45.03\% |  |  | 26.15\% |  |  | 3.66\% |  |  | 0.72\% |

[^13]
 ii. Represent all employees. Based on MTA Human Resources data as of October 26, 1998. Minorities are comprised of Asian-Pacifics, Native Americans, Blacks and Hispanics

* Goal Accomplished



## 1998 LONG RANúE GOALS

APPENDIX 8-A


iv．Goals set based on market availability percentage from the 1990 Census Report．


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iv．Goals set based on market availability percentage from the 1990 Census Report． ii．Represent all employees．Based on MTA Human Resources data as of October 26， 1998
iii．The calculation of minority－held positions may include women． i．Minorities are comprised of Asian－Pacifics，Native Americans，Blacks and Hispanics
Notes：
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$\downarrow$ ə6ed iv. Goals set based on market availability percentage from the 1990 Census Report. ii. Represent all employees. Based on MTA Human Resources data as of October 26, 1998.
iii. The calculation of minority-held positions may include women.

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 ii. Represent all employees. Based on MTA Human Resources data as of October 26, 1998.
iii. The calculation of minority-held positions may include women. Notes:

* Goal Accomplished

| 1998 LONG RANGE GOALS <br> SUPER DEPARTMENT: TRANSIT SECURITY |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (I) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | total EMPLOYEES (ii) | POSITIONS HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 4 | 1 | 38.72\% | 25.00\% | 13.72\% | * | 2 | 38.56\% | 50.00\% | - | * |
| PROFESSIONALS | 1 | 0 | 42.77\% | 0.00\% | 42.77\% | - | 1 | 38.24\% | 100.00\% | * | - |
| PROTECTIVE/SERVICE | 102 | 5 | 20.10\% | 4.90\% | 15.20\% | 15 | 68 | 41.92\% | 66.67\% | - | * |
| PARAPROFESSIONALS | 2 | 2 | 66.95\% | 100.00\% | * | * | 2 | 52.53\% | 100.00\% | - | * |
| Grand Totals: | 109 | 8 |  |  |  |  | 73 |  |  |  |  |


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| 1998 SUMMARY OF GOALS AND TIMETABLES <br> LONG RANGE GOALS <br> SUPER DEPARTMENT: TRANSPORTATION BUS DIVISIONS |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (1) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES <br> (ii) | POSITIONS HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELO(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 14 | 4 | 38.72\% | 28.57\% | 10.15\% | 1 | 8 | 38.56\% | 57.14\% | * | * |
| PROFESSIONALS | 22 | 4 | 42.77\% | 18.18\% | 24.59\% | 5 | 11 | 38.24\% | 50.00\% | * | * |
| TECHNICIANS | 199 | 31 | 40.63\% | 15.58\% | 25.05\% | 50 | 131 | 57.40\% | 65.83\% | * | * |
| PARAPROFESSIONALS | 18 | 12 | 66.95\% | 66.67\% | 0.28\% | * | 16 | 52.53\% | 88.89\% | * | * |
| OFFICE/CLERK | 33 | 25 | 74.82\% | 75.76\% | - | * | 28 | 55.01\% | 84.85\% | * | * |
| BUS/TRAIN OPERATORS | 3587 | 897 | 35.58\% | 25.01\% | 10.57\% | 379 | 3170 | 76.63\% | 88.37\% | * | * |
| Grand Totals: | 3873 | 973 |  |  |  |  | 3364 |  |  |  |  |

* Goal Accomplished

iv. Goals set based on market availability percentage from the 1990 Census Report.

 Notes:
* Goal Accomplished

iv. Goals set based on market availability percentage from the 1990 Census Report. iii. The calculation of minority-held positions may include women. ii. Represent all employees. Based on MTA Human Resources data as of October 26, 1998 i. Minorities are comprised of Asian-Pacifics, Native Americans, Blacks and Hispanics
* Goal Accomplished

| 1998 SUMMARY OF GOALS AND TIMETABLES LONG RANGE GOALS <br> SUPER DEPARTMENT: TRANSIT OPERATIONS |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (1) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 1 | 0 | 38.72\% | 0.00\% | 38.72\% | * | 0 | 38.56\% | 0.00\% | 38.56\% | * |
| PROFESSIONALS | 1 | 0 | 42.77\% | 0.00\% | 42.77\% | * | 1 | 38.24\% | 100.00\% | * | * |
| TECHNICIANS | 1 | 1 | 40.63\% | 100.00\% | * | * | 0 | 57.40\% | 0.00\% | 57.40\% | 1 |
| OFFICEICLERK | 2 | 2 | 74.82\% | 100.00\% | * | * | 2 | 55.01\% | 100.00\% | * | * |
| SKILLED CRAFT | 24 | 0 | 6.97\% | 0.00\% | 6.97\% | 2 | 11 | 66.96\% | 45.83\% | 21.13\% | 5 |
| SERVICE/MAINTENANCE | 5 | 3 | 19.26\% | 60.00\% | * | * | 5 | 76.95\% | 100.00\% | , | * |
| Grand Totals: | 34 | 6 |  |  |  |  | 19 |  |  |  |  |

*Goal Accomplished
 ies are comprised of Asian Pacifics, Native

| 1998 SUMMARY OF GOALS AND TIMETABL LONG RANGE GOALS SUPER DEPARTMENT: RRC |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (I) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#s | POSITIONS <br> HELO(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 4 | 0 | 38.72\% | 0.00\% | 38.72\% | 2 | 0 | 38.56\% | 0.00\% | 38.56\% | 2 |
| PROFESSIONALS | 3 | 1 | 42.77\% | 33.33\% | 9.44\% | 0 | 1 | 38.24\% | 33.33\% | 4.91\% | - |
| TECHNICIANS | 11 | 0 | 40.63\% | 0.00\% | 40.63\% | 4 | 8 | 57.40\% | 72.73\% | * | - |
| OFFICE/CLERK | 5 | 5 | 74.82\% | 100.00\% | * | * | 5 | 55.01\% | 100.00\% | * | * |
| SKILLED CRAFT | 229 | 8 | 6.97\% | 3.49\% | 3.48\% | 8 | 177 | 66.96\% | 77.29\% | * | - |
| SERVICE/MAINTENANCE | 6 | 4 | 19.26\% | 66.67\% | - | - | 6 | 76.95\% | 100.00\% | * | * |
| Grand Totals: | 258 | 18 |  |  |  |  | 197 |  |  |  |  |

iv. Goals set based on market availability percentage from the 1990 Census Report ii. Represent all employees. Based on MTA Human Resources data as of October 26, 1998.
iii. The calculation of minority-held positions may include women. i. Minorities are comprised of Asian-Pacifics, Native Americans, Blacks and Hispanics.
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| 1998 SUMMARY OF GOALS AND TIMETABLES <br> LONG RANGE GOALS <br> SUPER DEPARTMENT: BUS DIVISIONS |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (I) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 9 | 0 | 38.72\% | 0.00\% | 38.72\% | 3 | 2 | 38.56\% | 22.22\% | 16.34\% | 1 |
| PROFESSIONALS | 14 | 1 | 42.77\% | 7.14\% | 35.63\% | 5 | 5 | 38.24\% | 35.71\% | 2.53\% | 1 |
| TECHNICIANS | 44 | 1 | 40.63\% | 2.27\% | 38.36\% | 17 | 17 | 57.40\% | 38.64\% | 18.76\% | 8 |
| PARAPROFESSIONALS | 7 | 2 | 66.95\% | 28.57\% | 38.38\% | 3 | 7 | 52.53\% | 100.00\% | - |  |
| OFFICE/CLERK | 61 | 38 | 74.82\% | 62.30\% | 12.52\% | 8 | 50 | 55.01\% | 81.97\% | * | - |
| SKILLED CRAFT | 644 | 11 | 6.97\% | 1.71\% | 5.26\% | 34 | 470 | 66.96\% | 72.98\% | * | * |
| SERVICEMMAINTENANCE | 356 | 104 | 19.26\% | 29.21\% | * | * | 316 | 76.95\% | 88.76\% | * | - |
| Grand Totals: | 1135 | 157 |  |  |  |  | 867 |  |  |  |  |

iv. Goals set based on market availability percentage from the 1990 Census Report. iii. Represent all employees. Based on MTA Human Resources data as of October 26, 1998. i. Minorities are comprised of Asian-Pacifics, Native Americans, Blacks and Hispanics.
Notes:
*Goal Accomplished

| 1998 SUMMARY OF GOALS ȦND TIMETABLE <br> LONG RANGE GOALS <br> SUPER DEPARTMENT: RAIL OPERATIONS |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (1) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES (ii) | POSITIONS HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 9 | 0 | 38.72\% | 0.00\% | 38.72\% | 3 | 4 | 38.56\% | 44.44\% | * | * |
| PROFESSIONALS | 10 | 0 | 42.77\% | 0.00\% | 42.77\% | 4 | 5 | 38.24\% | 50.00\% | * | * |
| TECHNICIANS | 87 | 11 | 40.63\% | 12.64\% | 27.99\% | 24 | 56 | 57.40\% | 64.37\% | * | * |
| PARAPROFESSIONALS | 3 | 2 | 66.95\% | 68.67\% | 0.28\% | * | 0 | 52.53\% | 0.00\% | 52.53\% | 2 |
| OFFICE/CLERK | 19 | 12 | 74.82\% | 63.16\% | 11.66\% | 2 | 16 | 55.01\% | 84.21\% | * | * |
| SKILLED CRAFT | 166 | 2 | 6.97\% | 1.20\% | 5.77\% | 10 | 90 | 66.96\% | 54.22\% | 12.74\% | 21 |
| SERVICEMMAINTENANCE | 34 | 12 | 19.26\% | 35.29\% | * | * | 32 | 78.95\% | 94.12\% | * | * |
| BUSTRAIN OPERATORS | 119 | 15 | 35.58\% | 12.61\% | 22.97\% | 27 | 98 | 76.63\% | 82.35\% | * |  |
| Grand Totals: | 328 | 39 |  |  |  |  | 203 |  |  |  |  |

iv. Goals set based on market availability percentage from the 1990 Census Report. ii. Represent all employees. Based on MTA Human Resources data as of October 26, 1998.
iii. The calculation of minority-held positions may include women. Notes:

* Goal Accomplished

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| ． | ． | \％ 29.99 | \％ES＇ZS | 2 | 1 | \％z9＇$¢$ | \％$\varepsilon$ ¢＇¢ | \％ 56.99 | 1 | $\varepsilon$ | STVNOISS3̇JOYdVZ |
| ． | ． | \％1892 | \％Ot゙LS． | $\angle 0$ | 8 | \％しでとし | \％でして | \％¢90\％ | 4 | 29 | SNVIOINHOE1 |
| ． | ． | \％と8¢ ${ }^{\text {b }}$ | \％が＇8E | 11 | s | \％ 6 ¢ 12 | \％ 880 ＇0z | \％LLで | 5 | ゆ2 | STVNOISS3JO8d |
| ． | \％ $\mathrm{C}^{\text {c＇}}$ | \％と๕ ¢ ¢ | \％9988 | 2 | 1 | \％S0＇zz | \％ 19 9＇91 | \％ 2 L＇8E | 1 | 9 | NIWCV／STVIDİs0 |
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| NOILVZIרILก ${ }^{\text {a }}$ |  |  |  |  |  |  |  |  |  |  |  |
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| 9NINN $\forall 7 d$ SNOI $\forall \forall \exists \exists \mathrm{dO}: \perp N \exists W \perp \forall \forall d \exists a$ צヨdns STVOD ヨפNVY ONOT |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |

iv. Goals set based on market availability percentage from the 1990 Census Report. Represent all employees. Based on MTA Human Resources data as of October 26, 1998
The calculation of minority-held positions may include women. Minorities are comprised of Asian-Pacifics, Native Americans, Blacks and Hispanics
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| 1998 SUMMARY OF GOALS AND TIMETABLES LONG RANGE GOALS <br> UUPER DEPARTMENT: COUNTYWIDE PLANNING |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (I) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALSIADMIN | 10 | 2 | 38.72\% | 20.00\% | 18.72\% | 1 | 4 | 38.56\% | 40.00\% | * | * |
| PROFESSIONALS | 9 | 3 | 42.77\% | 33.33\% | 9.44\% | * | 5 | 38.24\% | 55.56\% | * | * |
| PARAPROFESSIONALS | 4 | 3 | 66.95\% | 75.00\% | * | * | 2 | 52.53\% | 50.00\% | 2.53\% | * |
| OFFICE/CLERK | 1 | 1 | 74.82\% | 100.00\% | * | * | 1 | 55.01\% | 100.00\% | * | * |
| Grand Totals: | 24 | 9 |  |  |  |  | 12 |  |  |  |  |


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| ＊ | ＊ | \％68．88 | \％\＆S＇ZS | 8 | ＊ | \％8で0 | \％L9 99 | \％S6．99 | 9 | 6 | STVNOISSヨᄏOYdVA甘d |
| ＊ | ＊ | $\% 00{ }^{\circ} \mathrm{p}$ | \％ャで8E | 6 | ＊ | ＊ | \％00＇09 | \％LLで | 21 | 02 | STVNOISS $3 \pm 08 \mathrm{dd}$ |
| ＊ | ＊ | \％00＇0s | \％95＇8E | $\varepsilon \downarrow$ | 2 | \％ 96.1 | \％LLOE | \％ZL゙8E | 8 | 92 | NIWO甘／S7＊IVIJIO |
| S＊ | \％ |  | （A！） $7 \forall 0 \bigcirc$ | （！！！） O 크 <br> SNOILISOd | S．\＃ | \％ | $7 \forall \cap \perp \bigcirc$ | （A！）TVOD | （！！） a ） <br> SNOILISOd | （！！）Sヨヨ人O7dWヨ <br> $7 \forall 101$ | 송ㅋㄴㅇ 80「 0 ㅋㅋ |
| NOULZZITILก ${ }^{\text {a }}$ |  |  |  |  |  |  |  |  |  |  |  |
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|  S7甘Oפ ヨONVY 9NO7 <br>  |  |  |  |  |  |  |  |  |  |  |  |

* Goal Accomplished

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| 1998 SUMMARY OF GOALS AND TIMETABL <br> LONG RANGE GOALS <br> SUPER DEPARTMENT: ACCOUNTING |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (1) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES <br> (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 5 | 1 | 38.72\% | 20.00\% | 18.72\% | * | 3 | 38.56\% | 60.00\% | * | * |
| PROFESSIONALS | 32 | 13 | 42.77\% | 40.63\% | 2.14\% | * | 26 | 38.24\% | 81.25\% | * | * |
| PARAPROFESSIONALS | 3 | 2 | 66.95\% | 66.67\% | 0.28\% | * | 3 | 52.53\% | 100.00\% | * | * |
| OFFICE/CLERK | 22 | 19 | 74.82\% | 86.36\% | * | * | 18 | 55.01\% | 81.82\% | * | * |
| Grand Totals: | 62 | 35 |  |  |  |  | 50 |  |  |  |  |


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| ＊ | ＊ | \％00001 | \％S6．92 | 5 | ＊ | \％92＇61 | \％000 | \％9Z＇61 | 0 | S | ヨONVN3 |
| ＊ | ＊ | \％トもで | \％96．99 | 12 | ＊ | ． | \％ちを＇01 | \％L6．9 | $\varepsilon$ | 62 |  |
| ＊ | ＊ | \％が 98 | \％ 10 ¢ 9 | 15 | 5 | \％ZL＇8 | \％01－99 | \％ 28 ＇$\downarrow$ L | $6 \varepsilon$ | 69 |  |
| ＊ | ＊ | \％ELZL | \％\＆¢＇zs | 8 | $\downarrow$ | \％0ヶ＇21 | \％ss＇ts | \％ऽ6．99 | 9 | $\downarrow$ |  |
| ＊ | ＊ | \％と£ ¢ $¢$ | \％0＊＊ | 5 | ＊ | ＊ | \％00＇0s | \％E900 | $\varepsilon$ | 9 | SNVIOINHOE |
| ． | ＊ | \％98＇で | \％カで8と | $\varepsilon$ | ＊ | \％OZで | \％ $2 S^{\prime} 82$ | \％LL＇で | 2 | $L$ | STVNOISSEJOYd |
| ＊ | ＊ | \％0009 | \％9S＇8¢ | $\varepsilon$ | 1 | \％てL8E | \％00＇0 | \％ZL＇8\＆ | 0 | s | NIWCV／S7＊IVİso |
| s，\＃ | \％ | 7 7 ¢ | （A！） $7 \forall 0 \bigcirc$ | （！！） <br> SNOILISOd | s，\＃ | \％ | 7 7 ¢ | （ 1 （ ） | （！！） a 7 BH <br> SNOIIISOd | （！！）Sヨヨ人Oา $\mathrm{dW} \mathrm{\exists}$ <br> $7 \forall 101$ | 人 $809 \exists 1 \forall 0$ <br> 80r $03 \exists$ |
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| （i）SEuエ\％ |  |  |  |  | NヨWOM |  |  |  |  |  |  |
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iv. Goals set based on market availability percentage from the 1990 Census Report. ii. Represent all employees. Based on MTA Human Resources data as of October 26, 1998
iii. The calculation of minority-held positions may include women. i. Minorities are comprised of Asian-Pacifics, Native Americans, Blacks and Hispanics.

* Goal Accomplished

| 1998 SUMMARY OF GOALS AND TIMETABLES <br> LONG RANGE GOALS <br> R DEPARTMENT: ADMINISTRATION - REAL ESTATE |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES ( 1 ) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES <br> (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 5 | 2 | 38.72\% | 40.00\% | * | * | 3 | 38.56\% | 60.00\% | * | * |
| PROFESSIONALS | 14 | 5 | 42.77\% | 35.71\% | 7.06\% | * | 5 | 38.24\% | 35.71\% | 2.53\% | * |
| PARAPROFESSIONALS | 2 | 1 | 66.95\% | 50.00\% | 16.95\% | - | 1 | 52.53\% | 50.00\% | 2.53\% | - |
| OFFICE/CLERK | 2 | 2 | 74.82\% | 100.00\% |  | * | 1 | 55.01\% | 50.00\% | 5.01\% | * |
| Grand Totals: | 23 | 10 |  |  |  |  | 10 |  |  |  |  |




Notes:

* Goal Accomplished



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| ． | ． | \％88＇59 | \％10．99 | 21 | $\stackrel{ }{ }$ | \％EL－ 2 | \％69＇LS | \％ 28 ＇t ${ }^{\text {c }}$ | St | 92 |  |
| ＊ | ． | \％0S 29 |  | 5 | ． | \％¢が ${ }^{\text {d }}$ | \％05 29 | \％ 96.99 | s | 8 | STVNOISSEsO8dVy |
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| ＊ | \％ES＇zS | \％000 | \％ES＇ZS | 0 | ＊ | ＊ | \％00001 | \％S6．99 | 1 | $\downarrow$ | S7\％NOISS 3 JOYdVd |
| ＊ | \％0t゙L | \％00＇0s | \％ $0 \rightarrow$－ 45 | $\varepsilon$ | 2 | \％ 6900 | \％00＇0 | \％E90\％ | 0 | 9 | SNVIJINHOE1 |
| ＊ | ＊ | \％00．001 | \％ヤで8E | $\varepsilon$ | ＊ | \％+ ＊ 6 | \％\＆¢ $\varepsilon \varepsilon$ | \％LL゙で | 1 | $\varepsilon$ | S7\％NOISS 3 JOYd |
| ＊ | ＊ | \％00＇0s | \％95＇8¢ | 1 | ＊ | \％ZL＇8E | \％00＇0 | \％218E | 0 | 2 | NIWO甘／S7＊IJİJo |
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| 1998 SUMMARY OF GOALS AND TIMETABLES <br> LONG RANGE GOALS <br> RTMENT: COMMUNICATIONS, MEDIA RELATIONS, GOVT. REL. |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (1) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES <br> (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 7 | 2 | 38.72\% | 28.57\% | 10.15\% | * | 4 | 38.56\% | 57.14\% | * | * |
| PROFESSIONALS | 22 | 11 | 42.77\% | 50.00\% | - | * | 11 | 38.24\% | 50.00\% | * | * |
| PARAPROFESSIONALS | 3 | 2 | 66.95\% | 66.67\% | 0.28\% | * | 2 | 52.53\% | 66.67\% | * | * |
| OFFICE/CLERK | 11 | 7 | 74.82\% | 63.64\% | 11.18\% | 1 | 10 | 55.01\% | 90.91\% | * | * |
| Grand Totals: | 43 | 22 |  |  |  |  | 27 |  |  |  |  |

iv. Goals set based on market availability percentage from the 1990 Census Report ii. Represent all employees. Based on MTA Human Resources data as of October 26, 1998
iii. The calculation of minority-held positions may include women. i. Minorities are comprised of Asian-Pacifics, Native Americans, Blacks and Hispanics. peusiducosy ieos. paus!!duosor Ieos .

| 1998 SUMMARY OF GOALS AND TIMETABLES <br> LONG RANGE GOALS <br> UPER DEPARTMENT: CUSTOMER INFORMATION |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (I) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALSIADMIN | 1 | 0 | 38.72\% | 0.00\% | 38.72\% | * | 0 | 38.56\% | 0.00\% | 38.56\% | * |
| PROFESSIONALS | 11 | 6 | 42.77\% | 54.55\% | * | * | 7 | 38.24\% | 63.64\% |  | * |
| PARAPROFESSIONALS | 1 | 1 | 66.95\% | 100.00\% | * | * | 1 | 52.53\% | 100.00\% | * | * |
| OFFICE/CLERK | 99 | 82 | 74.82\% | 82.83\% | * | * | 91 | 55.01\% | 91.92\% | * | * |
| Grand Totals: | 112 | 89 |  |  |  |  | 99 |  |  |  |  |

 iii．The calculation of minority－held positions may include women． i．Minorities are comprised of Asian－Pacifics，Native Americans，Blacks and Hispanics

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| ＊ | ＊ | \％00．08 | \％ 10.9 | $\dagger$ | 1 | \％て8 ${ }^{\text {¢ }}$ | \％0009 | \％て8ャレ | $\varepsilon$ | S |  |
| ＊ | － | \％00，001 | \％ES＇zs | S | ＊ | ＊ | \％0008 | \％S6．99 | $\dagger$ | S | S7甘NOISS3JOYd |
| 1 | \％ 26.01 | \％LZ＇LZ | \％ャで88 | $\varepsilon$ | ＊ | ＊ | \％Sからも | \％LLで | S | 1 | STVNOISS 3 IOYd |
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| s，\＃ | \％ | 7 | （＾！） $7 \forall 0 \bigcirc$ | （！！！） <br> SNOILISOd | s，\＃ | \％ | $7 \forall \cap \perp \bigcirc \cup$ | （1！） $7 \forall 0 \bigcirc$ | （！！） <br> SNOILISOd | （！！）Sヨヨ人O7dWヨ <br> $7 \forall 101$ | 상ㅋㅋㄴ <br> 80r $03 \exists$ |
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 ii. Represent all employees. Based on MTA Human Resources data as of October 26, 1998 .
iii. The calculation of minority-held positions may include women.


* Goal Accomplished

| 1998 SUMMARY OF GOALS AND TIMETABLES <br> LONG RANGE GOALS <br> SUPER DEPARTMENT: ENGINEERING |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (I) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES <br> (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#s |
| OFFICIALS/ADMIN | 17 | 1 | 17.66\% | 5.88\% | 11.78\% | 2 | 9 | 18.90\% | 52.94\% | * | * |
| PROFESSIONALS | 39 | 6 | 12.93\% | 15.38\% | * | * | 20 | 13.89\% | 51.28\% | * | * |
| TECHNICIANS | 2 | 0 | 24.66\% | 0.00\% | 24.66\% | * | 2 | 28.41\% | 100.00\% | * | * |
| PARAPROFESSIONALS | 2 | 1 | 11.65\% | 50.00\% | * | * | 2 | 13.19\% | 100.00\% | * | * |
| OFFICE/CLERK | 7 | 6 | 74.82\% | 85.71\% | * | * | 5 | 55.01\% | 71.43\% | * | * |
| Grand Totals: | 67 | 14 |  |  |  |  | 38 |  |  |  |  |

iv. Goals set based on market availability percentage from the 1990 Census Report.
 For this department, market availability for officials and professionals was determined by weighted average of iii. The calculation of minority-held positions may include women.


* Goal Accomplished

| 1998 SUMMARY OF GOALS AND TIMETABLES LONG RANGE GOALS SUPER DEPARTMENT: CONSTRUCTION |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (I) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB CATEGORY | TOTAL <br> EMPLOYEES <br> (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 15 | 2 | 11.23\% | 13.33\% | * | * | 2 | 12.83\% | 13.33\% | * | - |
| PROFESSIONALS | 10 | 3 | 11.40\% | 30.00\% | * | * | 2 | 12.97\% | 20.00\% | * | - |
| OFFICE/CLERK | 6 | 6 | 74.82\% | 100.00\% | * | * | 4 | 55.01\% | 66.67\% | * | * |
| Grand Totals: | 31 | 11 |  |  |  |  | 8 |  |  |  |  |

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| ＊ | ＊ | \％00．001 | \％ $10{ }^{\circ} \mathrm{GS}$ | $\varepsilon$ | － | ＊ | \％00．001 |  | $\varepsilon$ | $\varepsilon$ |  |
| 1 | \％ 0 ＊ 25 | \％000 | \％OがくS | 0 | ＊ | ＊ | \％00．0S | \％\＆9＇0ヶ | $\downarrow$ | Z | SNヌIDINHOZ1 |
| ＊ | ＊ | \％St＇9b | \％0S＇LZ | 9 | ． | ＊ | \％LLOE | \％とゅ＇6Z | b | \＆1 | S7\％NOISS 3 －${ }^{\text {dad }}$ |
| ． | ＊ | \％OS＇LE | \％01．6Z | $\varepsilon$ | ， | － | \％OS＇$\angle \varepsilon$ | \％LS＇8Z | $\varepsilon$ | 8 | NIWOV／STVIJİ30 |
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| （1）SEILIYONIW |  |  |  |  | N3WOM |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |


| 1998 SUMMARY OF GOALS AND TIMETABLES <br> LONG RANGE GOALS <br> EPARTMENT: INFORMATION - TECHNOLOGY SERVICES |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | WOMEN |  |  |  |  | MINORITIES (1) |  |  |  |  |
|  |  |  |  |  | UNDERUTILIZATION |  |  |  |  | UNDERUTILIZATION |  |
| EEO JOB <br> CATEGORY | TOTAL <br> EMPLOYEES (ii) | POSITIONS <br> HELD (ii) | GOAL (iv) | ACTUAL | \% | \#'s | POSITIONS <br> HELD(iii) | GOAL (iv) | ACTUAL | \% | \#'s |
| OFFICIALS/ADMIN | 13 | 3 | 38.72\% | 23.08\% | 15.64\% | 2 | 8 | 38.56\% | 61.54\% | - | * |
| PROFESSIONALS | 58 | 20 | 42.77\% | 34.48\% | 8.29\% | 4 | 34 | 38.24\% | 58.62\% | * | * |
| TECHNICIANS | 22 | 7 | 40.63\% | 31.82\% | 8.81\% | 1 | 18 | 57.40\% | 81.82\% | * | * |
| PARAPROFESSIONALS | 2 | 2 | 66.95\% | 100.00\% | - | * | 1 | 52.53\% | 50.00\% | 2.53\% | * |
| OFFICE/CLERK | 9 | 6 | 74.82\% | 66.67\% | 8.15\% | * | 8 | 55.01\% | 88.89\% | * | * |
| SKILLED CRAFT | 30 | 0 | 6.97\% | 0.00\% | 6.97\% | 2 | 25 | 66.96\% | 83.33\% | * | * |
| Grand Totals: | 134 | 38 |  |  |  |  | 94 |  |  |  |  |


| EEO Category | GrandTotal | Male |  |  |  |  | Male <br> Total | Female |  |  |  |  | Female <br> Total | Minority <br> Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | White | Black | Hispanic | Asian | Native American |  | White | Black | Hispanic | Asian | Native American |  |  |
| Officials \& Administrators | 795 | 352 | 104 | 88 | 90 | 11 | 645 | 67 | 42 | 22 | 18 | 1 | 150 | 376 |
|  |  | 44.28\% | 13.08\% | 11.07\% | 11.32\% | 1.38\% | 81.13\% | 8.43\% | 5.28\% | 2.77\% | 2.26\% | 0.13\% | 18.87\% | 47.30\% |
| Professionals | 973 | 204 | 119 | 94 | 207 | 8 | 632 | 90 | 96 | 39 | 110 | 6 | 341 | 679 |
|  |  | 20.97\% | 12.23\% | 9.66\% | 21.27\% | 0.82\% | 64.95\% | 9.25\% | 9.87\% | 4.01\% | 11.31\% | 0.62\% | 35.05\% | 69.78\% |
| Technicians | 452 | 101 | 87 | 103 | 46 | 6 | 343 | 9 | 60 | 29 | 10 | 1 | 109 | 342 |
|  |  | 22.35\% | 19.25\% | 22.79\% | 10.18\% | 1.33\% | 75.88\% | 1.99\% | 13.27\% | 6.42\% | 2.21\% | 0.22\% | 24.12\% | 75.66\% |
| Protective/Service | 152 | 45 | 57 | 30 | 11 | 2 | 145 | 1 | 4 | 2 | 0 | 0 | 7 | 106 |
|  |  | 29.61\% | 37.50\% | 19.74\% | 7.24\% | 1.32\% | 95.39\% | 0.66\% | 2.63\% | 1.32\% | 0.00\% | 0.00\% | 4.61\% | 69.74\% |
| Paraprofessionals | 286 | 24 | 17 | 25 | 24 | 1 | 91 | 34 | 69 | 50 | 39 | 3 | 195 | 228 |
|  |  | 8.39\% | 5.94\% | 8.74\% | 8.39\% | 0.35\% | 31.82\% | 11.89\% | 24.13\% | 17.48\% | 13.64\% | 1.05\% | 68.18\% | 79.72\% |
| Office/Clerical | 954 | 24 | 109 | 101 | 42 | 1 | 277 | 45 | 312 | 251 | 69 | 0 | 677 | 885 |
|  |  | 2.52\% | 11.43\% | 10.59\% | 4.40\% | 0.10\% | 29.04\% | 4.72\% | 32.70\% | 26.31\% | 7.23\% | 0.00\% | 70.96\% | 92.77\% |
| Skilled Craft | 1787 | 312 | 449 | 668 | 283 | 12 | 1724 | 8 | 42 | 9 | 2 | 2 | 63 | 1467 |
|  |  | 17.46\% | 25.13\% | 37.38\% | 15.84\% | 0.67\% | 96.47\% | 0.45\% | 2.35\% | 0.50\% | 0.11\% | 0.11\% | 3.53\% | 82.09\% |
| Service/Maint | 786 | 16 | 312 | 158 | 30 | 3 | 519 | 16 | 174 | 71 | 5 | 1 | 267 | 754 |
|  |  | 2.04\% | 39.69\% | 20.10\% | 3.82\% | 0.38\% | 66.03\% | 2.04\% | 22.14\% | 9.03\% | 0.64\% | 0.13\% | 33.97\% | 95.93\% |
| Bus/Train Operator | 9752 | 421 | 3189 | 2226 | 437 | 20 | 6293 | 148 | 2636 | 627 | 38 | 10 | 3459 | 9183 |
|  |  | 4.32\% | 32.70\% | 22.83\% | 4.48\% | 0.21\% | 64.53\% | 1.52\% | 27.03\% | 6.43\% | 0.39\% | 0.10\% | 35.47\% | 94.17\% |
| Grand Total | 10 | $\begin{array}{r} : \\ 0 \\ 0 \end{array}$ | $4443$ | $\because 3493$ | $\text { . } 11170^{\circ}$ | $64: \cdot \cdot$ | $10669$ | $\therefore 418$ | 3435. | 1100 | 291. | $\text { S. } 24$ | $5268$ | $14020$ |
| Percent |  | 9.41\% | 27.88\% | 21.92\% | 7.34\% | 0.40\% | 66.94\% | 2.62\% | 21.55\% | 6.90\% | 1.83\% | 0.15\% | 33.06\% | 87.97\% |

NEW HIRES* FY 1998

| EEO Category | Grand Total | Male |  |  |  |  | Male <br> Total | Female |  |  |  |  | Female <br> Total | Minority <br> Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | White | Black | Hispanic | Asian | Native American |  | White | Black | Hispanic | Asian | Native American |  |  |
| Officials \& Administrators | 13 | 7 | 2 | 0 | 0 | 0 | 9 | 2 | 1 | 0 | 0 | 1 | 4 | 4 |
|  |  | 53.85\% | 15.38\% | 0.00\% | 0.00\% | 0.00\% | 69.23\% | 15.38\% | 7.69\% | 0.00\% | 0.00\% | 7.69\% | 30.77\% | 30.77\% |
| Professionals | 60 | 19 | 8 | 5 | 13 | 0 | 45 | 5 | 5 | 1 | 3 | 1 | 15 | 36 |
|  |  | 31.67\% | 13.33\% | 8.33\% | 21.67\% | 0.00\% | 75.00\% | 8.33\% | 8.33\% | 1.67\% | 5.00\% | 1.67\% | 25.00\% | 60.00\% |
| Technicians | 7 | 3 | 2 | 0 | 1 | 0 | 6 | 1 | 0 | 0 | 0 | 0 | 1 | 3 |
|  |  | 42.86\% | 28.57\% | 0.00\% | 14.29\% | 0.00\% | 85.71\% | 14.29\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 14.29\% | 42.86\% |
| Protective/Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|  |  | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% |
| Paraprofessionals | 29 | 4 | 2 | 8 | 0 | 0 | 14 | 2 | 6 | 3 | 4 | 0 | 15 | 23 |
|  |  | 13.79\% | 6.90\% | 27.59\% | 0.00\% | 0.00\% | 48.28\% | 6.90\% | 20.69\% | 10.34\% | 13.79\% | 0.00\% | 51.72\% | 79.31\% |
| Office/Clerical | 193 | 4 | 15 | 48 | 10 | 0 | 77 | 6 | 42 | 60 | 8 | 0 | 116 | 183 |
|  |  | 2.07\% | 7.77\% | 24.87\% | 5.18\% | 0.00\% | 39.90\% | 3.11\% | 21.76\% | 31.09\% | 4.15\% | 0.00\% | 60.10\% | 94.82\% |
| Skilled Craft | 39 | 13 | 6 | 11 | 8 | 0 | 38 | 0 | 0 | 0 | 0 | 0 | 0 | 25 |
|  |  | 33.33\% | 15.38\% | 28.21\% | 20.51\% | 0.00\% | 97.44\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 64.10\% |
| Service/Maint | 60 | 2 | 19 | 19 | 1 | 0 | 41 | 3 | 13 | 2 | 1 | 0 | 19 | 55 |
|  |  | 3.33\% | 31.67\% | 31.67\% | 1.67\% | 0.00\% | 68.33\% | 5.00\% | 21.67\% | 3.33\% | 1.67\% | 0.00\% | 31.67\% | 91.67\% |
| Bus/Train Operator | 479 | 17 | 133 | 111 | 28 | 1 | 290 | 12 | 155 | 18 | 2 | 2 | 189 | 450 |
|  |  | 3.55\% | 27.77\% | 23.17\% | 5.85\% | 0.21\% | 60.54\% | 2.51\% | 32.36\% | 3.76\% | 0.42\% | 0.42\% | 39.46\% | 93.95\% |
| Grand Total | $\begin{array}{r} 8 \\ \because 880 \\ \hline \end{array}$ | $\because \therefore 69$ | $\because 187$ |  | $\because 61$ | 1... | 520 : | - 31 | 222 | 84 | $18:$ | \% 4. | $\left[\begin{array}{l} 359 \\ \cdots \end{array}\right.$ | $779$ |
| Percent |  | 7.84\% | 21.25\% | 22.95\% | 6.93\% | 0.11\% | 59.09\% | 3.52\% | 25.23\% | 9.55\% | 2.05\% | 0.45\% | 40.80\% | 88.52\% |

*This count includes regular employees only.
PROMOTONS* FY 1998

| EEO Category | Grand <br> Tota! | Male |  |  |  |  | Male <br> Total | Female |  |  |  |  | Female <br> Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | White | Black | Hispanic | Asian | Native American |  | White | Black | Hispanic | Asian | Native American |  |
| Officials \& Administrators | 15 | 6 | 0 | 2 | 3 | 0 | 11 | 2 | 1 | 0 | 1 | 0 | 4 |
|  |  | 40.00\% | 0.00\% | 13.33\% | 20.00\% | 0.00\% | 73.33\% | 13.33\% | 6.67\% | 0.00\% | 6.67\% | 0.00\% | 26.67\% |
| Professionals | 7 | 1 | 0 | 5 | 0 | 0 | 6 | 1 | 0 | 0 | 0 | 0 | 1 |
|  |  | 14.29\% | 0.00\% | 71.43\% | 0.00\% | 0.00\% | 85.71\% | 14.29\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 14.29\% |
| Technicians | 11 | 3 | 1 | 3 | 2 | 0 | 9 | 0 | 1 | 0 | 1 | 0 | 2 |
|  |  | 27.27\% | 9.09\% | 27.27\% | 18.18\% | 0.00\% | 81.82\% | 0.00\% | 9.09\% | 0.00\% | 9.09\% | 0.00\% | 18.18\% |
| Protective/Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|  |  | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% |
| Paraprofessionals | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 2 | 0 | 1 | 0 | 4 |
|  |  | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 25.00\% | 50.00\% | 0.00\% | 25.00\% | 0.00\% | 100.00\% |
| Office/Clerical | 9 | 2 | 0 | 1 | 1 | 0 | 4 | 1 | 3 | 0 | 1 | 0 | 5 |
|  |  | 22.22\% | 0.00\% | 11.11\% | 11.11\% | 0.00\% | 44.44\% | 11.11\% | 33.33\% | 0.00\% | 11.11\% | 0.00\% | 55.56\% |
| Skilled Craft | 17 | 2 | 11 | 1 | 2 | 0 | 16 | 0 | 0 | 1 | 0 | 0 | 1 |
|  |  | 14.76\% | 64.71\% | 5.88\% | 11.76\% | 0.00\% | 94.12\% | 0.00\% | 0.00\% | 5.88\% | 0.00\% | 0.00\% | 5.88\% |
| Service/Maint | 5 | 1 | 1 | 2 | 1 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
|  |  | 20.00\% | 20.00\% | 40.00\% | 20.00\% | 0.00\% | 100.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% |
| Bus/Train Operators | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|  |  | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% | 0.00\% |
| Grand Total ${ }^{*} \cdot \ldots$ | $68 \%$ | $\because 15$ | 13 | 14 | 9 | $\vdots$ | 51 | 5 | 7 | 1 | $\therefore 4 \therefore$ | 0 | $17$ |
| Percent |  | 22.06\% | 19.12\% | 20.59\% | 13.24\% | 0.00\% | 75.00\% | 7.35\% | 10.29\% | 1.47\% | 5.88\% | 0.00\% | 25.00\% |

[^14]Note: Promotions were relevant only if they occurred in FY 1998 between EEO Categories and could be identified from MTA employee data bases.
1998 MTA TERMINATIONS
APPENDIX 9-D

|  |  |  |  |  | MALES |  |  |  |  | FEMALES |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| EEO JOB CATEGORY | GRAND TOTAL | MALE TOTAL | FEMALE TOTAL | MINORITY TOTAL | WHITE | BLACK | HISPANIC | ASIAN | NATIVE AMERICAN | WHITE | BLACK | HISPANIC | ASIAN | NATIVE AMERICAN |
| OFFICLALSIADMIN | 54 | 39 | 15 | 19 | 30 | 2 | 5 | 2 | 0 | 5 | 6 | 2 | 2 | 0 |
|  |  | 72\% | 28\% | 35\% | 56\% | 4\% | 9\% | 4\% | 0\% | 9\% | 11\% | -4\% | $\therefore$ 4\% | -. $0 \%$ |
| PROFESSIONALS | 118 | 73 | 45 | 54 | 41 | 6 | 17 | 9 | 0 | 23 | 9 | 5 | 8 | 0 |
|  |  | 62\% | 38\% | 46\% | 35\% | 5\% | 14\% | 8\% | 0\% | 19\% | - $8 \%$ | . $4 \%$ | $\because 7 \%$ | $\cdots \cdots$ |
| TECHNICIANS | 34 | 28 | 6 | 15 | 16 | 8 | 4 | 0 | 0 | 3 | 2 | 0 | 1 | 0 |
|  |  | 82\% | 18\% | 44\% | 47\% | 24\% | 12\% | 0\% | 0\% | 9\% | 6\% | 0\% | $\because 3 \%$ | $\therefore 0 \%$ |
| PROTECTIVE/SERVICE * | 253 | 237 | 16 | 139 | 108 | 37 | 75 | 14 | 3 | 6 | 4 | 6 | 0 | 0 |
|  |  | 94\% | 6\% | 55\% | 43\% | 15\% | 30\% | 6\% | 1\% | 2\% | 2\% | - $\cdot 2 \%$ | 0\% | - $=0 \%$ |
| ARAPROFESSIONALS | 53 | 21 | 32 | 43 | 4 | 4 | 8 | 5 | 0 | 6 | 12 | 8 | 6 | 0 |
|  |  | 40\% | 60\% | 81\% | 8\% | 8\% | 15\% | 9\% | 0\% | 11\% | 23\% | 15\% | 11\% : | -0\% |
| JFFICE/CLERK | 293 | 119 | 174 | 270 | 12 | 24 | 68 | 15 | 0 | 11 | 64 | 90 | 9 | 0 |
|  |  | 41\% | 59\% | 92\% | 4\% | 8\% | 23\% | 5\% | 0\% | 4\% | 22\% | i 31\% - | $\therefore 3 \%$ | -0\% |
| SKILLED CRAFT | 29 | 25 | 4 | 20 | 8 | 5 | 10 | 2 | 0 | 1 | 1 | 1 | 1 | 0 |
|  |  | 86\% | 14\% | 69\% | 28\% | 17\% | 34\% | 7\% | 0\% | 3\% | 3\% | ${ }^{*} 3 \%{ }^{\text {] }}$ | +3\% : | - 0 \% . |
| SERVICEMMAINTENANCE | 39 | 32 | 7 | 34 | 5 | 10 | 13 | 2 | 2 | 0 | 4 | 3 | 0 | 0 |
|  |  | - $82 \%$ | 18\% | 87\% | 13\% | 26\% | 33\% | 5\% | 5\% | 0\% | . $10 \%$ | : $8 \%$ \% |  | + $0 \%$ |
| 3USTTRAIN OPERATORS | 248 | 175 | 73 | 206 | 34 | 81 | 48 | 11 | 1 | 8 | 57 | 8 | 0 | 0 |
|  |  | 71\% | \% 29\% | 83\% | 14\% | . $33 \%$ | -19\% | 4\% | 0\%.. | 3\% | 23\% | - $3 \%$ | Y 0 \% . | \% 0 |
| Srand Totals: | 1121 | 749 | 372 | 800 | 258 | 177 | 248 | 60 | 6 | 63 | 159 | 123 | 27 | 0 |
| JERCENT |  | 67\% | 33\% | : 71\% | 23\%.. | 16\% | 22\% | .5\% | 1\% | 6\% | -14\% | -11\% | 5r $2 \%$ : | . 0 \% |

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| PROMOTE |  |  |  |  |  | EQUAL | ANGELES CO OPPORTUNITY PRO $07 / 0$ | OUNTY METROPCLITAN AUTHORIT MANAGEMENT INFORMATION SYS OMOTIONS REPORT $1 / 97-06 / 30 / 98$ | TEM |  |
| $\begin{aligned} & \text { JOB } \\ & \text { CAT } \end{aligned}$ | BADGE | SEX | ETHN | EMP <br> STAT | PT/FT | HIRE <br> DATE | PROM <br> DATE | JOB TITLE | $\begin{aligned} & \text { JOB } \\ & \text { GRP } \end{aligned}$ | UNION |
| 25 | 21774 | F | S | A | F | 09/09/96 | 02/17/98 | ACCOUNTS REP | $Q$ | NC |
|  | 41033 | F | R | A | F | 09/16/81 | 08/11/97 | ADMINISTRATIVE AIDE | U | NC |
|  | 42124 | F | $\mathbf{S}$ | A | F | 12/04/89 | 02/02/98 | ADMIMISTRATIVE AIDE | U | NC |
|  | 42209 | F | S | A | F | 08/13/90 | 07/07/97 | ADMIMISTRATIVE AIDE | U | NC |
| . | 42303 | F | B | A | F | 01/22/91 | 03/05/98 | ASST FINANCIAL ANALYST |  | NC |
|  | 42306 | F | B | A | F | 01/22/91 | 07/01/97 | ASST BUYER | T | NC |
|  | 42312 | F | S | A | F | 02/11/91 | 03/13/98 | EXECUTIVE SECRETARY | T | NC |
|  | 42411 | F | B | A | F | 10/28/91 | 02/24/98 | EXECUTIVE SECRETARY | T | NC |
|  | 82229 | F | R | A | F | 04/15/96 | 07/22/97 | ADMINISTRATIVE AIDE | U | NC |
| 26 | 1375 | F | S | P | F | 09/05/78 | $\begin{aligned} & 02 / 22 / 98 \\ & 11 / 13 / 97 \end{aligned}$ | GENERAL CLERK III GENERAL CLERK II | $\begin{aligned} & \mathbf{U} \\ & \mathbf{U} \end{aligned}$ | $\begin{aligned} & \text { B1 } \\ & \text { B1 } \end{aligned}$ |
|  | 1820 | M | C | A | F | 09/14/78 | 03/04/98 | MATERIEL CONTROL CLERK | U | B1 |
|  | 4718 | F | B | A | F | 09/09/81 | 08/24/97 | CASH CLERK/CASH CNTG SUPV | U | B 1 |
| , | 6965 | F | S | A | F | 08/25/80 | 10/20/97 | GENERAL. CLERK II | U | B 1 |
|  | 7203 | F | C | A | F | 03/26/79 | 08/25/97 | SCHEDULE CLERK | U | B1 |
|  | 7676 | M | S | A | F | 03/02/81 | 03/24/98 | STOREKEEPER | U | B1 |
|  | 8431 | F | S | A | F | 08/30/79 | 06/08/98 | GENERAL CLERK I | U | B1 |
|  | 9816 | F | B | A | F | 09/05/78 | 05/03/98 | MATERIEL CONTROL CLERK | U | B1 |
|  | 11049 | F | B | A | F | 01/14/83 | 06/22/98 | SECRETARY | U | NC |
|  | 11359 | F | S | A | F | 05/16/83 | 01/19/98 | VEHICLE VERIFICATION CLK | U | B1 |
|  | 13499 | F | S | A | F | 11/26/84 | 04/06/98 | CUSTOMER SERVICE AGENT I | U | B1 |
|  | 13740 | F | S | A | F | 10/07/85 | 08/18/97 | PASSENGER RELATIONS REP | U | B 1 |
|  | 13989 | M | S | A | F | 08/25/86 | 05/11/98 | MAIL CARRIER | U | B1 |
|  | 15116 | M | B | A | F | 09/08/86 | 01/05/98 | ASS IGNMENT COORD CLERK | U | B1 |


| PROI |  |  |  |  |  | LOS ANGELES COUNTY METROPOLITAN AUTHORITY EQUAL OPPORTUNITY MANAGEMENT INFORMATION SYSTEM PROMOTIONS REPORT$07 / 01 / 97-06 / 30 / 98$ |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| $\begin{aligned} & \text { JOB } \\ & \text { CAT } \end{aligned}$ | BADGE | SEX | ETHN | $\begin{aligned} & \text { EMP } \\ & \text { STAT } \end{aligned}$ | PT/FT | HIRE DATE | $\begin{aligned} & \text { PROM } \\ & \text { DATE } \end{aligned}$ | JOB TITLE | $\begin{aligned} & \text { JOB } \\ & \text { GR } \end{aligned}$ | UNION |
| 26 | 15116 | M | B | A | F | 09/08/86 | 01/05/98 | ASS IGMMENT COORD CLERK | U | B1 |
|  | 15280 | M | B | A | F | 01/12/87 | 03/12/98 | STOREKEEPER | 0 | B1 |
|  | 15768 | M | S | A | F | 07/05/88 | 02/02/98 | stock Clerk | $u$ | B1 |
|  | 15975 | F | B | A | F | 02/06/89 | 02/13/98 | customer info agent | $u$ | B1 |
|  | 15983 | F | B | A | F | 02/06/89 | 12/01/97 | customer service agent I | U | B1 |
|  | 15996 | F | S | P | F | 06/04/90 | 02/15/98 | general clerk \\| | U | B1 |
|  | 17845 | M | s | A | F | 07/09/90 | 05/08/98 | STOREKEEPER | U | B1 |
|  | 17860 | F | B | A | F | 07/02/90 | $\begin{aligned} & 05 / 11 / 98 \\ & 10 / 09 / 97 \end{aligned}$ | CASH CLERK/CASH CNTG SUPV CASH CLERK | $\mathbf{u}$ | $\begin{aligned} & \text { B1 } \\ & \text { B1 } \end{aligned}$ |
|  | 17913 | M | B | $A$ | F | 08/08/90 | 08/18/97 | Passenger relations rep | U | B1 |
|  | 17985 | M | S | A | F | 09/04/90 | 04/06/98 | receiving clerk |  | B1 |
|  | 19220 | M | c | A | F | 04/08/91 | 01/02/98 | Storekeeper | $u$ | B1 |
|  | 19380 | M | c | A | F | 09/03/91 | 08/04/97 | Stock clerk | $u$ | B1 |
|  | 19452 | F | B | A | F | 11/18/91 | 12/22/97 | CuStomer service agent I | U | B1 |
|  | 19562 | M | S | A | F | 07/20/92 | 08/01/97 | Storekeeper | U | B1 |
|  | 19624 | M | s | A | F | 11/02/92 | 07/28/97 | Storekeeper | U | B1 |
|  | 21022 | F | R | A | F | 11/14/94 | 12/01/97 | SR SECRETARY | $u$ | NC |
|  | 21332 | M | B | T | F | 09/12/94 | 07/01/97 | OFFICE ASSISTANT | $N$ | NC |
|  | 21758 | F | S | A | F | 12/02/96 | 03/26/98 | SR Secretary | $u$ | NC |
|  | 24121 | F | S | A | F | 12/06/93 | $\begin{aligned} & 06 / 29 / 98 \\ & 04 / 06 / 98 \\ & 12 / 22 / 97 \end{aligned}$ | customer service agent I CUSTOMER SERVICE AGENT CUSTOMER SERVICE AGENT | $\begin{aligned} & \mathbf{u} \\ & \mathbf{u} \\ & \mathbf{u} \end{aligned}$ | $\begin{aligned} & \text { B1 } \\ & \text { B1 } \\ & \text { R1 } \end{aligned}$ |
|  | 24147 | M | c | A | F | 10/25/93 | 08/10/97 | Storekeeper | 0 | B1 |
|  | 24192 | F | B | A | F | 12/06/93 | 04/26/98 | CASH CLERK/MOPPER WAXER | U | B1 |
|  | 24206 | F | c | A | F | 12/06/93 | 06/22/98 | CLERK | U | B1 |







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| PROMOTE |  |  |  |  |  | LOS angeles county metropol itan authority EQUAL OPPORTUNITY MANAGEMENT INFORMATION SYSTEM PROMOTIONS REPORT$07 / 01 / 97-06 / 30 / 98$ |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| $\begin{aligned} & \text { JOB } \\ & \text { CAT } \end{aligned}$ | BADGE | SEX | ETHN | $\begin{aligned} & \text { EMP } \\ & \text { STAT } \end{aligned}$ | PT/FT | HIRE DATE | PROM DATE | JOB $T$ | title |  | $\begin{gathered} \text { JOB } \\ \text { GRP } \end{gathered}$ | UNION |
| 28 | 710 | M | S | A | P | 08/23/98 | 01/31/98 | bus 0 | operator | (BDOF) | 1 | US |
|  | 840 | M | B | A | F | 06/29/97 | 07/06/97 | bus 0 | OPERATOR | ( $\mathrm{F} / \mathrm{T}$ ) | 0 | 41 |
|  | 888 | M | S | P | P | 11/17/97 | 11/19/97 | BuS | OPERATOR | $(P / T)$ | 1 | 01 |
|  | 1114 | M | B | A | F | 07/13/97 | 07/13/97 | Bus 0 | OPERATOR | ( $F / T$ ) | 0 | 01 |
|  | 1345 | M | c | $T$ | P | 07/14/97 | 07/18/97 | BuS | OPERATOR | (P/T) | 1 | 01 |
|  | 1481 | M | S | A | P | 11/17/97 | 11/20/97 | BuS | OPERATOR | (P/T) | 1 | U1 |
|  | 1593 | M | B | A | P | 11/17/97 | 11/20/97 | BuS | operator | $(P / T)$ | 1 | U1 |
|  | 1707 | M | B | A | F | 07/27/97 | 08/04/97 <br> 07/27/97 | BUS <br> BUS | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & 41 \\ & 01 \end{aligned}$ |
|  | 1750 | M | c | A | F | 06/29/97 | 07/02/97 | BuS | operator | (F/T) | 0 | 01 |
|  | 1936 | M | s | A | F | 06/29/97 | 07/02/97 | Bus | operator | ( $F / T$ ) | 0 | 41 |
|  | 2212 | F | B | A | F | 02/02/98 | 02/11/98 | Bus | operator | (BDOF) | 1 | 45 |
|  | 2320 | M | c | A | P | 11/17/97 | 11/20/97 | BUS | OPERATOR | $(P / T)$ | 1 | 41 |
|  | 2340 | M | c | P | F | 06/08/97 | 07/11/97 | Bus | operator | $(F / T)$ | 0 | 41 |
|  | 2676 | M | C | $A$ | P | 07/14/97 | 07/20/97 | Bus | operator | $(P / T)$ | 1 | 41 |
|  | 3011 | M | B | A | P | 08/30/98 | 04/26/98 | BuS | OPERATOR | (BDOF) | 1 | 45 |
|  | 3178 | M | c | A | P | 07/14/97 | 07/20/97 | BuS | OPERATOR | $(P / T)$ | 1 | 41 |
|  | 3229 | M | s | A | F | 07/27/97 | 07/30/97 <br> 07/27/97 | BuS BUS | OPERATOR OPERATOR | $(F / T)$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & u 1 \\ & u 1 \end{aligned}$ |
|  | 3719 | M | c | $T$ | P | 11/17/97 | 11/20/97 | BUS | OPERATOR | $(P / T)$ | 1 | 41 |
|  | 3892 | M | c | P | F | 01/23/71 | 11/02/97 | BUS | OPERATOR | (F/T) | 0 | 41 |
|  | 3982 | M | B | A | P | 09/27/98 | 04/01/98 | BuS | OPERATOR | (BDOF) | 1 | 45 |
|  | 4410 | M | B | A | F | 08/31/81 | $\begin{aligned} & 09 / 21 / 97 \\ & 09 / 21 / 97 \end{aligned}$ | SERV UTIL | $\begin{aligned} & \text { VICE ATTE } \\ & \text { LITY "A" } \end{aligned}$ | $\begin{aligned} & \text { NDANT LEADER } \\ & \text { LEADER } \end{aligned}$ | $\begin{aligned} & 5 \\ & 5 \end{aligned}$ | $\begin{aligned} & \text { A2 } \\ & \text { A2 } \end{aligned}$ |
|  | 4604 | M | c | A | P | 07/14/97 | 07/20/97 | Bus | OPERATOR | (P/T) | 1 | 41 |


| PROMOTE |  |  |  |  |  | los angeles county metropol itan authority EQUAL OPPORTUNITY MANAGEMENT INFORMATION SYSTEM PROMOTIONS REPORT$07 / 01 / 97-06 / 30 / 98$ |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| $\begin{aligned} & \mathrm{JOB} \\ & \text { CAT } \end{aligned}$ | BADGE | SEX | ETHN | $\begin{aligned} & \text { EMP } \\ & \text { STAT } \end{aligned}$ | PT/FT | HIRE DATE | PROM DATE | JOB TITLE | $\begin{aligned} & \text { JOB } \\ & \text { GRP } \end{aligned}$ | UNION |
| 28 | 4610 | M | S | A | F | 09/09/81 | 03/01/98 | SERVICE ATTENDANT LEADER | 5 | A2 |
|  | 5368 | M | B | A | F | 12/14/81 | 11/04/97 | ROVING JANITOR | 5 | A3 |
|  | 5443 | M | c | A | F | 10/26/81 | 12/22/97 | bindery operator II | 6 | B1 |
|  | 6186 | M | c | A | F | 05/21/76 | 11/02/97 | LEAD MOPPER WAXER | 5 | B1 |
|  | 7382 | M | S | A | P | 08/30/98 | 04/17/98 | bus operator (bDOF) | 1 | U5 |
|  | 9438 | M | C | A | F | 06/29/97 | 07/14/97 | bus OPERATOR (F/T) | 0 | U1 |
|  | 9501 | M | B | A | P | 07/05/98 | 02/01/98 | bus operator (BDOF) | 1 | 05 |
|  | 9849 | M | B | A | P | 11/17/97 | 11/20/97 | bus OPERATOR (P/T) | 1 | 01 |
|  | 9974 | M | C | A | F | 07/02/79 | 06/07/98 | SERVICE ATTENDANT LEADER | 5 | A2 |
|  | 10041 | M | B | A | F | 11/06/83 | 12/29/97 | service attendant | 5 | A2 |
|  | 10260 | F | B | A | P | 08/23/98 | 01/31/98 | bus operator (bDOF) | 1 | 45 |
|  | 10972 | M | B | A | F | 07/27/97 | 07/27/97 | bus OPERATOR (F/T) | 0 | 01 |
|  | 11088 | M | B | A | F | 09/07/82 | 12/14/97 | SERvice attendant | 5 | A2 |
|  | 11583 | M | S | A | F | 10/31/83 | 03/01/98 | SERvice attendant leader | 5 | A2 |
|  | 11911 | M | S | A | F | 05/21/84 | 10/20/97 | LABORER "A" (STOPS\&ZONES) | 6 | A3 |
|  | 12085 | M | S | A | F | 05/12/85 | 08/25/97 | POWER YARD SWEEPER | 4 | A3 |
|  | 12226 | M | c | A | F | 07/13/97 | $\begin{aligned} & 07 / 16 / 97 \\ & 07 / 13 / 97 \end{aligned}$ | BUS OPERATOR (F/T) <br> BUS OPERATOR (F/T) | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathrm{U} 1 \\ & \mathrm{U} 1 \end{aligned}$ |
|  | 14192 | F | C | T | F | 08/04/97 | 12/14/97 | bus operator ( $F / T$ ) | 0 | U1 |
|  | 14220 | F | B | A | F | 06/29/97 | 07/01/97 | bus operator ( $F / T$ ) | 0 | U1 |
|  | 14701 | F | B | A | F | 07/13/97 | $\begin{aligned} & 07 / 14 / 97 \\ & 07 / 13 / 97 \end{aligned}$ | BUS OPERATOR ( $F / T$ ) <br> BUS OPERATOR (F/T) | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathbf{U 1} \\ & \mathbf{U 1} \end{aligned}$ |
|  | 14862 | M | S | A | F | 06/29/97 | 07/09/97 | bus operator (F/T) | 0 | 01 |
|  | 14902 | F | S | A | F | 07/13/97 | 07/17/97 | bus operator (F/T) | 0 | U1 |


| PAGE 17 |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Promote |  |  |  |  |  | los angeles county metropol itan authority EQUAL OPPORTUNITY MANAGEMENT INFORMATION SYSTEM PROMOT IONS REPORT$07 / 01 / 97-06 / 30 / 98$ |  |  |  |  |
| $\begin{aligned} & \text { JOB } \end{aligned}$ | BADGE | SEX | ETHN | $\begin{aligned} & \text { EMP } \\ & \text { STAT } \end{aligned}$ | PT/FT | HIRE DATE | PROM DATE | JOB TITLE | $\begin{aligned} & \text { JOB } \\ & \text { GRP } \end{aligned}$ | UNION |
| 28 | 14902 | F- | S | A | F---- | 07/13/97 | 07/13/97 | BuS OPERATOR (F/T) | 0 | U1 |
|  | 14903 | M | R | A | F | 05/26/98 | 06/29/98 | buS OPERATOR (BDOF) | 1 | U5 |
|  | 15087 | M | R | A | F | 08/19/86 | 03/12/98 | SR truck driver/clerk | 6 | B1 |
|  | 15114 | M | S | A | F | 11/17/86 | 05/01/98 | Truck driver/Clerk | 6 | B1 |
|  | 15512 | M | B | A | F | 09/08/87 | 02/20/98 | Service attendant leader | 5 | A2 |
|  | 15518 | M | S | A | F | 09/08/87 | 08/24/97 | service attendant leader | 5 | A2 |
|  | 15731 | M | B | A | F | 05/17/88 | 01/14/98 | truck driver/Clerk | 6 | B1 |
|  | 16115 | M | S | A | F | 06/08/97 | 07/01/97 | BUS OPERATOR ( $F / T$ ) | 0 | 01 |
|  | 16127 | M | C | A | F | 09/27/98 | 07/28/97 | BUS OPERATOR (P/T) | 1 | 41 |
|  | 16294 | M | s | A | F | 07/13/97 | $\begin{aligned} & 07 / 16 / 97 \\ & 07 / 13 / 97 \end{aligned}$ | BUS OPERATOR ( $F / T$ ) <br> BUS OPERATOR (F/T) | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
|  | 16369 | F | s | A | F | 09/02/97 | 09/02/97 | BUS OPERATOR ( $F / T$ ) | 0 | 01 |
|  | 16623 | F | S | A | F | 07/13/97 | 07/13/97 | bus operator (F/T) | 0 | 01 |
|  | 16699 | M | S | A | F | 07/13/97 | $\begin{aligned} & 07 / 17 / 97 \\ & 07 / 13 / 97 \end{aligned}$ | BUS OPERATOR (F/T) BUS OPERATOR (F/T) | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathbf{U 1} \\ & \mathbf{U 1} \end{aligned}$ |
|  | 17124 | F | B | A | F | 07/10/89 | 10/05/97 | SERvice attendant leader | 5 | A2 |
|  | 17167 | M | c | A | F | 07/10/89 | 12/14/97 | SERVICE ATTENDANT LEADER | 5 | A2 |
|  | 17361 | F | B | A | F | 10/09/89 | 12/14/97 | SERVICE ATtENDANT | 5 | A2 |
|  | 17797 | M | B | A | F | 05/29/90 | 12/15/97 | TRUCK DRIVER/CLERK | 6 | B1 |
|  | 17975 | M | A | A | F | 08/20/90 | 06/07/98 | SErvice attendant leader | 5 | A2 |
|  | 17982 | M | S | A | F | 08/24/90 | 05/24/98 | truck driver/Clerk | 6 | B1 |
|  | 18212 | M | R | A | P | 04/05/98 | 04/05/98 | bus OPERATOR (P/T) | 1 | 01 |
|  | 18746 | M | B | T | F | 07/27/97 | 07/27/97 | bus operator ( $F / T$ ) | 0 | 01 |
|  | 18978 | F | B | A | F | 07/13/97 | 07/14/97 <br> 07/13/97 | bus operator ( $F / T$ ) BUS OPERATOR (F/T) | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |





|  |  |  |  |  | los angeles county metropolitan authority EQUAL OPPORTUNITY MANAGEMENT INFORMATION SYSTEM PROMOTIONS REPORT$07 / 01 / 97-06 / 30 / 98$ |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| BADGE | SEX | ETHN | $\begin{aligned} & \text { EMP } \\ & \text { STAT } \end{aligned}$ | PT/FT | $\begin{aligned} & \text { HIRE } \\ & \text { DATE } \end{aligned}$ | PROM | JOB | Title |  | $\begin{gathered} \text { JOBP } \\ \hline \end{gathered}$ | UNION |
| 25390 | F | B | A | F | 07/13/97 | 07/13/97 | BuS | OPERATOR | (F/T) | 0 | 01 |
| 25391 | F | B | A | F | 07/13/97 | 07/14/97 <br> 07/13/97 | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $(F / T)$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
| 25394 | F | B | T | F | 07/13/97 | $\begin{aligned} & 07 / 14 / 97 \\ & 07 / 13 / 97 \end{aligned}$ | BUS | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
| 25398 | F | B | A | F | 07/13/97 | 07/16/97 07/13/97 | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | operator OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathrm{U}_{1} \\ & \mathrm{v}_{1} \end{aligned}$ |
| 25399 | M | B | A | F | 07/13/97 | 07/13/97 | BUS | OPERATOR | ( $\mathrm{F} / \mathrm{T}$ ) | 0 | U1 |
| 25400 | M | S | P | F | 07/13/97 | $\begin{aligned} & 07 / 20 / 97 \\ & 07 / 13 / 97 \end{aligned}$ | BUS | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & U_{1} \\ & U_{1} \end{aligned}$ |
| 25403 | M | B | T | F | 07/13/97 | 07/17/97 <br> 07/13/97 | BUS BUS | operator OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & U_{1} \\ & v_{1} \end{aligned}$ |
| 25404 | F | B | A | F | 07/27/97 | $\begin{aligned} & 07 / 29 / 97 \\ & 07 / 27 / 997 \end{aligned}$ | BUS BUS | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
| 25406 | M | s | A | F | 07/13/97 | 07/14/97 <br> 07/13/97 | BuS BUS | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & U_{1} \\ & \mathbf{U}_{1} \end{aligned}$ |
| 25407 | F | s | A | F | 07/13/97 | 07/13/97 | BUS | OPERATOR | (F/T) | 0 | 01 |
| 25408 | M | B | P | F | 07/13/97 | 07/13/97 | BUS | OPERATOR | (F/T) | 0 | 01 |
| 25410 | F | B | A | F | 07/13/97 | 07/20/97 <br> 07/13/97 | BUS BUS | operator OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathbf{U}_{1} \\ & \mathbf{v}_{1} \end{aligned}$ |
| 25411 | M | B | A | F | 07/13/97 | 07/13/97 | BUS | OPERATOR | (F/T) | 0 | 01 |
| 25412 | M | B | A | F | 07/13/97 | $\begin{aligned} & 07 / 17 / 97 \\ & 07 / 13 / 97 \end{aligned}$ | BuS BuS | OPERATOR OPERATOR | $(F / T)$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathbf{U 1}_{1} \\ & \mathbf{1} \end{aligned}$ |
| 25414 | M | B | A | F | 07/13/97 | 07/13/97 | BuS | OPERATOR | (F/T) | 0 | 01 |
| 25415 | M | S | A | F | 07/27/97 | 07/27/97 | BUS | OPERATOR | $(F / T)$ | 0 | 01 |
| 25417 | F | B | A | F | 07/27/97 | $\begin{aligned} & 11 / 09 / 97 \\ & 07 / 27 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $(F / T)$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathrm{U}_{1} \\ & 01 \end{aligned}$ |
| 25418 | M | R | A | F | 07/27/97 | 07/27/97 | BuS | operator | (F/T) | 0 | 01 |
| 25421 | M | B | A | F | 07/27/97 | 11/09/97 | BuS | OPERATOR | $(F / T)$ | 0 | 01 |


| PROMOTE |  |  |  |  |  | los angeles county metropolitan authority EqUAL OPPORTUNITY MANAGEMENT INFORMATION SYSTEM PROMOTIONS REPORT 07/01/97 - 06/30/98 |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| $\begin{aligned} & \text { JOB } \\ & \text { CAT } \end{aligned}$ | badge | SEX | ETHN | $\begin{aligned} & \text { EMP } \\ & \text { STAT } \end{aligned}$ | PT/FT | HIRE DATE | PROM DATE | JOB | title |  | ${ }_{\text {GRP }}^{\text {JOB }}$ | UNION |
| 28 | 25421 | M | B | A | F | 07/27/97 | 07/27/97 | BuS | OPERATOR | (F/T) | 0 | U1 |
|  | 25422 | M | S | A | F | 07/27/97 | 07/27/97 | BuS | OPERATOR | (F/T) | 0 | U1 |
|  | 25423 | M | S | A | F | 07/27/97 | 07/27/97 | BuS | OPERATOR | (F/T) | 0 | 01 |
|  | 25425 | F | S | P | F | 07/27/97 | $\begin{aligned} & 07 / 29 / 97 \\ & 07 / 27 / 97 \end{aligned}$ | BUS BUS | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathrm{U} 1 \\ & \mathrm{U} 1 \end{aligned}$ |
|  | 25426 | M | B | A | F | 07/27/97 | 07/28/97 <br> 07/27/97 | Bus Bus | OPERATOR OPERATOR | $\begin{gathered} (F / T) \\ (F / T) \end{gathered}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
|  | 25427 | M | B | A | F | 07/27/97 | 07/27/97 | Bus | OPERATOR | ( $\mathrm{F} / \mathrm{T}$ ) | 0 | 41 |
|  | 25428 | M | B | A | F | 07/27/97 | $\begin{aligned} & 07 / 29 / 97 \\ & 07 / 27 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
|  | 25429 | M | s | A | P | 10/20/97 | 11/17/97 | Bus | OPERATOR | $(P / T)$ | 1 | 41 |
|  | 25430 | F | B | A | F | 07/27/97 | $\begin{aligned} & 07 / 28 / 97 \\ & 07 / 27 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $(F / T)$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathrm{U1} \\ & \mathrm{U} 1 \end{aligned}$ |
|  | 25433 | F | B | A | F | 07/27/97 | 07/27/97 | Bus | OPERATOR | (F/T) | 0 | 41 |
|  | 25434 | M | R | A | F | 07/27/97 | 07/27/97 | BuS | OPERATOR | (F/T) | 0 | 41 |
|  | 25436 | F | B | A | F | 07/27/97 | 07/27/97 | BuS | OPERATOR | (F/T) | 0 | 41 |
|  | 25439 | M | C | A | F | 07/27/97 | 07/27/97 | Bus | OPERATOR | (F/T) | 0 | 41 |
|  | 25440 | F | A | A | F | 07/27/97 | $\begin{aligned} & 09 / 04 / 97 \\ & 07 / 27 / 97 \end{aligned}$ | BUS BUS | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & U 1 \\ & 01 \end{aligned}$ |
|  | 25441 | F | B | A | F | 07/27/97 | 07/27/97 | Bus | OPERATOR | (F/T) | 0 | 41 |
|  | 25443 | M | S | A | F | 07/27/97 | $\begin{aligned} & \text { 10/03/97 } \\ & 07 / 27 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & 41 \\ & 01 \end{aligned}$ |
|  | 25446 | F | B | A | F | 07/27/97 | 07/27/97 | BuS | OPERATOR | (F/T) | 0 | 41 |
|  | 25449 | F | B | A | F | 07/27/97 | 07/27/97 | BuS | OPERATOR | (F/T) | 0 | 41 |
|  | 25450 | M | B | A | F | 07/27/97 | $\begin{aligned} & 07 / 28 / 97 \\ & 07 / 27 / 97 \end{aligned}$ | bus <br> Bus | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathrm{U} 1 \\ & \mathrm{U} 1 \end{aligned}$ |
|  | 25455 | M | R | A | F | 07/27/97 | 09/04/97 | BuS | OPERATOR | (F/T) | 0 | 41 |



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| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| PROMOTE <br> LOS ANGELES COUNTY METROPOLITAN AU EQUAL OPPORTUNITY MANAGEMENT INFORMAT PROMOTIONS REPORT 07/01/97 - 06/30/98 |  |  |  |  |  |  |  |  |  |  |  |  |
| JOB CAT | BADGE | SEX | ETHN | EMP <br> STAT | PT/FT | $\begin{aligned} & \text { HIRE } \\ & \text { DATE } \end{aligned}$ | PROM <br> DATE | JOB TITLE |  |  | JOB <br> GRP | UNION |
| 28 | 25481 | F | C | A | F | 07/27/97 | 07/27/97 | BUS | OPERATOR | ( $F / T$ ) | 0 | U1 |
|  | 25483 | F | B | P | F | 07/27/97 | $\begin{aligned} & 07 / 30 / 97 \\ & 07 / 27 / 97 \end{aligned}$ | BUS BUS | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
|  | 25484 | M | B | A | P | 09/15/97 | 11/07/97 | BUS | OPERATOR | $(P / T)$ | 1 | U1 |
|  | 25486 | M | B | A | P | 08/30/98 | 04/26/98 | BUS | OPERATOR | (BDOF) | 1 | 05 |
|  | 25487 | M | B | A | F | 09/02/97 | $\begin{aligned} & 09 / 07 / 97 \\ & 09 / 02 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
|  | 25488 | F | B | T | F | 07/27/97 | 07/27/97 | BUS | OPERATOR | ( $F / T$ ) | 0 | 01 |
|  | 25489 | M | B | A | F | 07/27/97 | 07/27/97 | BuS | OPERATOR | ( $F / T$ ) | 0 | 01 |
|  | 25491 | M | S | A | F | 09/02/97 | $\begin{aligned} & 09 / 07 / 97 \\ & 09 / 02 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
|  | 25494 | F | B | A | F | 09/02/97 | $\begin{aligned} & 09 / 07 / 97 \\ & 09 / 02 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathrm{U1} \\ & \mathrm{U1} \end{aligned}$ |
|  | 25495 | F | A | A | F | 09/02/97 | $\begin{aligned} & 09 / 07 / 97 \\ & 09 / 02 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
|  | 25498 | M | B | A | F | 09/02/97 | 09/02/97 | BUS | OPERATOR | ( $F / T$ ) | 0 | U1 |
|  | 25499 | M | B | A | F | 09/02/97 | 09/02/97 | BUS | OPERATOR | ( $F / T$ ) | 0 | 01 |
|  | 25501 | M | B | A | F | 09/02/97 | 09/02/97 | BUS | OPERATOR | (F/T) | 0 | U1 |
|  | 25502 | F | B | A | F | 09/02/97 | $\begin{aligned} & 11 / 02 / 97 \\ & 09 / 02 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & \mathbf{0} \\ & 0 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
|  | 25503 | F | S | A | F | 09/02/97 | $\begin{aligned} & 09 / 07 / 97 \\ & 09 / 02 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathbf{U 1} \\ & \mathbf{U} 1 \end{aligned}$ |
|  | 25504 | F | B | A | F | 09/02/97 | $\begin{aligned} & 09 / 02 / 97 \\ & 07 / 01 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (P / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 1 \end{aligned}$ | $\begin{aligned} & \text { U1 } \\ & \text { U1 } \end{aligned}$ |
|  | 25505 | M | S | A | F | 09/02/97 | $\begin{aligned} & 09 / 05 / 97 \\ & 09 / 02 / 97 \end{aligned}$ | $\begin{aligned} & \text { BUS } \\ & \text { BUS } \end{aligned}$ | OPERATOR OPERATOR | $\begin{aligned} & (F / T) \\ & (F / T) \end{aligned}$ | $\begin{aligned} & 0 \\ & 0 \end{aligned}$ | $\begin{aligned} & \mathbf{U 1} \\ & \text { U1 } \end{aligned}$ |
|  | 25508 | F | B | A | F | 09/02/97 | 09/02/97 | BUS | OPERATOR | ( $F / T$ ) | 0 | U1 |
|  | 25510 | M | R | A | F | 09/02/97 | 09/06/97 | BUS | OPERATOR | ( $F / T$ ) | 0 | U1 |




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LOS ANGELES COUNTY METROPOLITAN AUTHORITY
EQUAL OPPORTUNITY MANAGEMENT INFORMATION SYSTEM
PROMOTINS REPORT
$07 / 01 / 97-06 / 30 / 98$
908:







 | PROMOTIONS REPR |
| :--- |
| 06／30／98 |乐岂：

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 JOB TITLE
bus operator（P／T）



| Page | 31 |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| PROMOTE |  |  |  |  |  | LOS ANGELES COUNTY METROPOLITAN AUTHORITY EQUAL OPPORTUNITY MANAGEMENT INFORMATION SYSTEM PROMOTIONS REPORT 07/01/97 - 06/30/98 |  |  |  |  |  |  |
| $\begin{aligned} & \mathrm{JOB} \\ & \mathrm{CAT} \end{aligned}$ | BADGE | SEX | ETHN | EMP STAT | PT/FT | HIRE DATE | PROM DATE | JOB | TITLE |  | JOB <br> GRP <br> - | UNION |
| 28 | 25854 | M | B | A | P | 10/20/97 | 12/09/97 | BuS | OPERATOR | (P/T) | 1 | 01 |
|  | 25855 | M | S | A | P | 10/20/97 | 12/09/97 | BUS | OPERATOR | $(P / T)$ | 1 | 01 |
|  | 25857 | M | s | A | P | 10/20/97 | 12/09/97 | BuS | OPERATOR | $(P / T)$ | 1 | 01 |
|  | 25858 | M | c | T | P | 10/20/97 | 12/05/97 | Bus | OPERATOR | (P/T) | 1 | U1 |
|  | 25859 | F | B | A | P | 10/20/97 | 12/21/97 | Bus | OPERATOR | $(P / T)$ | 1 | 01 |
|  | 25860 | F | c | A | P | 10/20/97 | 12/04/97 | BUS | OPERATOR | $(P / T)$ | 1 | 01 |
|  | 25862 | F | B | A | P | 10/20/97 | 12/21/97 | BUS | OPERATOR | (P/T) | 1 | 01 |
|  | 25863 | M | B | A | P | 10/20/97 | 12/05/97 | Bus | operator | $(P / T)$ | 1 | 01 |
|  | 25864 | M | B | A | P | 11/17/97 | 01/18/98 | Bus | OPERATOR | $(P / T)$ | 1 | 01 |
|  | 25866 | M | B | T | P | 10/20/97 | 11/24/97 | Bus | OPERATOR | (P/T) | 1 | 01 |
|  | 25868 | F | B | T | P | 12/01/97 | 02/01/98 | BUS | OPERATOR | (BDOF) | 1 | 05 |
|  | 25869 | F | c | T | P | 10/20/97 | 12/08/97 | Bus | operator | (P/T) | 1 | U1 |
|  | 25870 | M | s | A | P | 10/20/97 | 12/04/97 | BuS | operator | $(P / T)$ | 1 | U1 |
|  | 25872 | F | B | A | P | 10/20/97 | 12/04/97 | BuS | OPERATOR | $(P / T)$ | 1 | 01 |
|  | 25873 | M | B | A | P | 04/05/98 | 04/05/98 | BUS | operator | $(P / T)$ | 1 | 01 |
|  | 25874 | M | B | A | P | 10/20/97 | 12/21/97 | BuS | OPERATOR | (P/T) | 1 | U1 |
|  | 25875 | F | B | A | P | 10/20/97 | 12/21/97 | BUS | OPERATOR | (P/T) | 1 | 01 |
|  | 25876 | M | s | A | P | 07/05/98 | 02/01/98 | BuS | OPERATOR | (BDOF) | 1 | 05 |
|  | 25881 | M | B | P | P | 10/20/97 | 12/17/97 | BUS | OPERATOR | (P/T) | 1 | 01 |
|  | 25883 | F | B | A | P | 10/20/97 | 12/05/97 | BuS | OPERATOR | $(P / T)$ | 1 | 01 |
|  | 25884 | M | s | T | P | 11/03/97 | 12/06/97 | Bus | operator | $(P / T)$ | 1 | U1 |
|  | 25885 | M | B | A | P | 10/20/97 | 12/21/97 | Bus | operator | $(P / T)$ | 1 | 01 |
|  | 25887 | M | B | A | P | 11/17/97 | 01/18/98 | BUS | OPERATOR | (P/T) | 1 | U1 |








[^0]:    ${ }^{1}$ Any Parent Cost Center with more than 20 employees has been designated a Super Department. In those instances where the Parent Cost Center has fewer than 20 employees, the department is combined with the umbrella Parent Cost Center with which it has a reporting relationship. To address the concern that individual large departments were exempt from having to meet hiring goals, Child Cost Centers with more than 50 employees (as of September 1998) were designated as separate Super Departments wherever possible. The Super Department assignment does not include employees on Long-Term Leave of Absence or those in the Special Assignment Program.

[^1]:    *The $80 \%$ or $4 / 5$ ths rule is described as follows in a $6 / 7 / 96$ memorandum from Fenwick \& West, LLP included in Affirmative Action Workbook, which was provided at a 1998 National Employment Law Institute: "A selection rate for any race, sex or ethnic group which is less than four-fifths (4/5) (or eighty percent) of the rate for the group with the highest rate will generally be regarded by the federal enforcement agencies as cvidence of adverse impact, while a greater than four-fifths rate will generally not be regarded by federal enforcement agencies as evidence of adverse impact. Though this "four-fifths" rule is not a rule of law binding upon the courts, it is an objective standard which the EEOC and other agencies employ to trigger investigations and to provide "evidence of disparate impact."

[^2]:    ${ }^{2}$ Pursuant to CalCode, Title 2, Division 4, Chapter 5, Section 8104(a) 4 (c), contractors may establish labor force availability (LFA) percentages based on any appropriate sourcing information or established methodology such as the "Eight Factor Analysis," etc. However, the Office of Compliance Programs requires that the availability percentages do not fall below county, metropolitan statistical area (MSA) or primary metropolitan statistical area (PMSA) data based on 1990 Census statistics. The Office of Compliance Programs concludes that if protected groups and women having requisite skills are available in the immediate labor area per 1990 Census (county, MSA, or PMSA) data, then the company's LFA percents must not fall below that figure. If the company recruits state wide or nationally, then the State or national LFA for the given occupation or job group must be compared to the county, MSA or PMSA figures and the highest LFA used. With the passage of Proposition 209, there is a question as to the continued applicability of this requirement.

[^3]:    ${ }^{3}$ The Equal Pay Act (EPA), 29 U.S.C. 206 (d) "Prohibition of sex discrimination, states in part: "No employer having employees subject to any provisions of this section shall discriminate, within any establishment in which such employees are employed, between employees on the basis of sex by paying wages to employees in such establishment at a rate less than the rate at which he pays wages to employees of the opposite sex in such establishment for equal work on jobs the performance of which requires equal skill, effort, and responsibility, and which are performed under similar working conditions, except where such payment is made pursuant to (i) a seniority system; (ii) a merit system; (iii) a system which measures earnings by quantity or quality of production; or (iv) a differential based on any other factor other than sex: Provided, That an employer who is paying a wage rate

[^4]:    VOLUNTARY INFORMATION. THE PTSC IS ASKNG ALL APPLICANTS FOR EMPLOYMENT TO PROMDE THIS INFORMATION IN ORDER TO COMPLY WITH THE UNITED STATES GOVERNMENT EQUAL EMPLLOYMENT OPPORTUNITY AND CALLFORNIA FAIR EMPLOYMENT AND HOUSING REQUIREMENTS. DATA COLLECTED WILL BE USEO ONLY FOR STATISTICAL PURPOSES AND TO MEASURE EFFECTIVENESS OF RECRUITMENT EFFORTS.

    THE PTSC DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR. CREED, ANCESTRY, NATIONAL ORIGIN, GENDER, SEXUAL ORIENTATION, RELIGION, AGE, VETERAN STATUS OR DISABILITY IN THE PROVISION OF SERVICES OR EMPLOYMENT.

    This portion of the epplicalion will be datached and the information will not be used to make any employment deciaion which affects you.

    GENDER:

    - FEMALEMALE

    AGE GROUP:

    - UNDER 4040 OR OVER


    ## RACE/ETHNIC CATEGORY (CHECK ONE):

    W.

    White (Not of Hispanic Orlgin): All persons having origins in any of the original peoples of Europe, North Africa, the Middle East, or the indian Subcontinent.
    B. Black (not of Hispanic origin): All porsons having origins in any of the black raclal groups.
    H. Hispanic: All persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or orlgin. regardiass of rica.
    A. Asian or Pacific Istander: All persons having origins in any of the oriofinal pooples of the Far East, Southeast Asia, the Indian subcontinent, oripinal pooplios of the far East, Southeast Asia, the indian subconine Korea, the Philippins Islands, and Samaa.
    f. American Indian or Alaskan Natlva: Alf persons having origins in any American indian or Aaskan Nativa: All per

[^5]:    Notes:
    i. Represents all employees. Based on MTA Human Resources data as of October 26, 1998.

[^6]:    - *Due to subsequent restructuring in Operations, the number of employecs reported have been revised as of

[^7]:    Per section 8104 (a) (4) (C) of California Code Regulations, shaded area reflects larger of either factored availability (availabilty estimate) or raw market availability.

    * Table 3: Los Angeles County
    ** Table 4: Orange, San Bemadino, Riverside and Ventura Counties
    ** Table 5: MTA Labor Force
    Per section 8104 (a) (4) (C) of California Code Regulations, shaded area reflects larger of either factored availability (availabilty estimate) or raw market availability.
    * Table 3: Los Angeles County
    $*$ Table 4: Orange, San Bemadino, Riverside and Ventura Counties
    ** Table 5: MTA Labor Force
    Per section 8104 (a) (4) (C) of California Code Regulations, shaded area reflects larger of either factored availability (availabilty estimate) or raw market availability.
    * Table 3: Los Angeles County
    $*$ Table 4: Orange, San Bemadino, Riverside and Ventura Counties
    ** Table 5: MTA Labor Force
    Per section 8104 (a) (4) (C) of California Code Regulations, shaded area reflects larger of either factored availability (availabilty estimate) or raw market availability.
    * Table 3: Los Angeles County
    ** Table 4: Orange, San Bemadino, Riverside and Ventura Counties
    *** Table 5: MTA Labor Force

[^8]:    Per section 8104 (a) (4) (C) of California Code Regulations, shaded area reflects larger of either factored availability (availability estimate) or raw market availability. Table 3: Los Angeles County

    * Table 4: Orange. San Bemadino, Riverside and Ventura Counties ** Table 5: MTA Labor Force

[^9]:    Per section 8104 (a) (4) (C) of California Code Regulations, shaded area reflects larger of either factored availability (availability estimate) or raw market availability.

    - Table 3: Los Angeles County
    ** Table 4: Orange, San Bemadino, Riverside and Ventura Counties
    ** Table 5: MTA Labor Force

[^10]:    Per section 8104 (a) (4) (C) of California Code Regulations, shaded area reflects larger of either factored availability (availability estimate) or raw market availability - Table 3: Los Angeles County
    ** Table 4: Orange. San Bemadino, Riverside and Ventura Counties *** Table 5: MTA Labor Force

    Note: Since no hiring nor promotion occurred within this category
    during FY 1998, factor weights were derived from the last
    available affirmative action plan.

[^11]:    Per section 8104 (a) (4) (C) of California Code Regulations, shaded area reflects larger of either factored availability (availability estimate) or raw market availability. * Table 3: Los Angeles County
    ** Table 4: Orange. San Bemadino, Riverside and Ventura Counties
    *** Table 5: MTA Labor Force

[^12]:    Per section 8104 (a) (4) (C) of Califomia Code Regulations, shaded area reflects larger of either factored availability (availability estimate) or raw market availability. - Table 3: Los Angeles County

    * Table 4: Orange. San Bemadino, Riverside and Ventura Counties

[^13]:    Per section 8104 (a) (4) (C) of California Code Regulations, shaded area reflects larger of either factored availability (availability estimate) or raw market availability

    - Table 3: Los Angeles County
    ** Table 4: Orange, San Bemadino, Riverside and Ventura Counties
    ** Table 5: MTA Labor Force

[^14]:    -Promotions into EEO Categories

[^15]:    MTA Transit Police merged with LAPD \& Sheriff department

