



Yorkville Police Department Recruitment Plan Analysis for year 2020

The following information is an analysis of the Yorkville Police Department's recruitment efforts and recruitment action plan for the year 2020. It is the policy of Yorkville Police Department to recruit only the most qualified persons to fill vacant positions. Efforts to recruit qualified applicants will be guided by manpower needs of the Department and applicable opportunity considerations utilizing Equal Employment Opportunity guidelines and principles. It should be noted that historical recruitment data for comparison purposes is not available for this analysis as it does not exist.

Objectives

The Yorkville Police Department is committed to excellence and will work tirelessly to hire and train the most qualified candidates, both sworn and civilian to serve this City. The following objectives have been established to assist us in making our work profiles reflect the available work force composition of our service area with regards to ethnic, cultural, racial and gender makeup.

- To attract well-qualified applicants to the Department in sufficient numbers so as to satisfy actual or anticipated vacancies that are created either by attrition or growth.
- To target the recruitment activities and efforts of the Department with the goal of approximating within the sworn ranks the available work force composition of the service area with regards to ethnic, cultural, racial, and gender makeup.

Steps to Achieve Objectives

The Chief of Police or designee will make every effort possible to assist the Yorkville Board of Fire and Police Commissioners in achieving these goals. These efforts include, but are not limited to:

- Use of application forms and related pre-employment documents that are in compliance with applicable Federal, State and Local Laws and Equal Employment Opportunity Commission recommendations.
- Placing job announcements in print & electronic media where minority groups and women represent a substantial number of readers. Direct mailings should also be utilized (see attached)
- Review position descriptions to properly identify job related requirements.
- Maintain a liaison with local organizations (i.e. Colleges, Chamber of Commerce, Civic Organizations, etc.) to emphasize sincerity and encourage referrals of protected class applicants.
- Involving qualified Yorkville Police Department minority group personnel in the recruitment process whenever possible.
- Utilizing personnel who are fluent in the community's non-English languages and are aware of the cultural environment, where applicable.
- Depicting women and minorities in law enforcement employment roles in the Department's recruitment literature.
- Conducting recruitment activities outside of the Department's jurisdiction, when necessary to attract viable Law Enforcement candidates.

- Attending “career” seminars, with emphasis on particular target groups, such as women or other minorities so as to increase the number of qualified female and other minority applicants.
- Develop and foster relationships with potential future candidates through program development such as Citizen Police Academies, Junior Academies, Explorer Programs, etc.
- Develop and administer a Voluntary Applicant Survey during each testing cycle to gather recruitment data.
- Continually review all job requirements and hiring procedures to ensure no barriers exist that would deny minority and/or female candidates equal employment opportunities with the Yorkville Police Department.

United City of Yorkville Census Data

Profile of Population by RACE

Race	2010 Census #	2010 Census %	2020 Yorkville School District # 115
Caucasian	12,691	75%	68%
African-American	1,015	6%	7%
Asian/Pacific Islander	677	4%	2%
Hispanic	2,200	13%	15%
Other	338	2%	8%
TOTAL	16,921	100%	100%

*Service population is from the 2010 Census Data

Profile of Population by Gender

Gender	2010 Census #	2010 Census %
Male	8,427	49.8%
Female	8,494	50.2%
TOTAL	16,921	100%

*Gender population is from the 2010 Census Data

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Personnel Profile by Race

To conduct an accurate Recruitment Plan analysis, it is necessary to compare the ratio of employees of the Yorkville Police Department to the ratio of the service population. The following tables will show the breakdown of the Yorkville Police Department personnel to assist in determining the recruitment needs of the Department. The Department currently includes Hispanic as a race, although the government considers it an ethnicity, rather than a race.

Race	TOTAL Full & Part-Time Employees	% of Total Employees	2010 Census Population %
Caucasian	37	92.5%	75%
African-American	0	0%	6%
Asian/Pacific Islander	1	2.5%	4%
Hispanic	1	2.5%	13%
Other	1	2.5%	2%
TOTAL	40	100%	100%

*One (1) Officer identifies as Caucasian, however is 50% Asian (Mother is Japanese)

*Includes all Yorkville Police Department Employees (Sworn & Civilian, Full & Part-Time)

Race by Employment Categories

Race	# of Sworn	% of Total Sworn	# of Non-Sworn	% of Total Non-Sworn
Caucasian	32	97%	5	71.4%
African-American	0	0%	0	0%
Asian/Pacific Islander	1	3%	0	0%
Hispanic	0	0%	1	14.3%
Other	0	0%	1	14.3%
TOTAL	33	100%	7	100%

*One (1) Officer identifies as Caucasian, however is 50% Asian (Mother is Japanese)

Gender by Employment Categories

Gender	# of Sworn (Full & Part Time)	% of Total Sworn	# of Non-Sworn	% of Total Non-Sworn
Male	32	97%	1	14%
Female	1	3%	6	86%
TOTAL	33	100%	7	100%

*Gender by Employment includes Full and Part-Time Employees

*Full-Time Sworn = 30 Officers (29 male, 1 female)

*Part-Time Sworn = 3 Officers (3 male)

- *The Yorkville Police Department is under-represented in all employment categories based on Race except Caucasian. Significant attention should be paid toward recruiting candidates in these underrepresented categories.*
- *The Yorkville Police Department is also under-represented in female sworn staff. The gender profile per City population is 50.2% female. The Yorkville Police Department only has one (1) sworn female officer. Significant attention should be paid toward recruiting female candidates.*

Because we have no previous recruitment/testing comparative data (Optional Demographic Survey) we are not able to determine if our initial recruitment efforts (Letters, Position Postings, Email Blasts, Social Media, College Recruitment) activities were effective in drawing female applicants and under-represented candidates based on race.

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Sworn Work force

The Yorkville Police Department endeavors for a sworn work force that represents the available work force in the service community regarding ethnic, culture, race and gender composition. General Order 910, Recruitment and Retention, provides an outline of the Department's guidelines for the recruiting, selecting and hiring of sworn personnel to meet this objective.

The following chart illustrates the Yorkville Police Department's current diversity composition within the sworn work force, the available work force data and the Cities population data. The data in the chart below comes from the Illinois Department of Employment Security (IDES), Table 1 and represents the Chicago-Naperville-Elgin, IL-IN-WI Metro Area:

Race	Sworn Personnel # / % (Full & Part-Time Sworn)	2018 Available Work Force	Population 2010 Census
Caucasian	32 / 97%	68.1%	75%
African-American	0 / 0%	15%	6%
Asian/Pacific Islander	1 / 3%	6.8%	4%
Hispanic	0 / 0%	20.7%	13%
Other	0 / 0%	7.9%	2%
Female	1 / 3%	47.3%	50.2%

*2018 Available Work Force Data Source: Illinois Department of Employment Security (DES), Table 1 and represents Chicago-Naperville-Elgin, IL-IN-WI Metro Area (Civilian Labor Work Force Age 16+) (Illinois Department of Employment Security)

Because we have no previous recruitment/testing comparative data (Optional Demographic Survey) we are not able to determine if our initial recruitment efforts (Letters, Position Postings, Email Blasts, Social Media, College Recruitment) activities were effective in drawing female applicants and under-represented candidates based on race. During active and non-active recruitment times, we will continue to target the many diverse organizations, schools and associations to include the NAACP branches of Joliet and DuPage County as well as the City Wide Chicago Colleges. In addition, we will reach out to the 22 member institutions that are part of the Illinois Small College Placement Association (ISCPA).

FUTURE ISSUES

Future issues facing the Yorkville Police Department include:

- Future staff planning due to City wide growth
- Planning for upcoming retirements
- The attraction of female and minority applicants
- Police Department facility infrastructure
- Budgetary limitations attending recruitment/diversity fairs and events

REVISIONS TO THE RECRUITMENT PLAN

The Yorkville Police Department Recruitment plan was instituted in September of 2020 with the most recent police officer testing cycle being conducted in September of 2020. We will continue to monitor our recruitment efforts over the next couple of years. At this time there are not revisions to the recruitment plan suggested.

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2020 Testing Data

In September 2020 police officer testing was conducted with 108 applications received. During the first stage of the testing process (written examination) 93 applicants participated. Each applicant was provided an optional demographic survey prior to the written examination being administered, 99% of the demographic surveys (92 of 93) were returned. Future applicant testing data will be collected and analyzed comparing racial and gender demographic information with the hopes of increasing our overall percentage of female and minority applicants. The following charts break down testing attendance using the voluntary demographic information sheets that were returned from the attending applicants.

	2020 Test Result Data	2023 Test Result Data	2026 Test Result Data
Applications	108	N/A	N/A
Written Test Participants	93	N/A	N/A
Surveys Returned	92	N/A	N/A

Comparison of Testing Results & Available Work Force Data by Gender

(Information obtained from returned voluntary surveys)

Gender	2020 Test Result Data # of Returned Surveys	2020 Test Result Data % of Returned Survey	2018 Available Work force Data
Male	64	70%	52.7%
Female	28	30%	47.3%
TOTAL	92	100%	100%

*100% of the returned surveys had a Gender selected

*2018 Available Work Force Data Source: Illinois Department of Employment Security (DES), Table 1 and represents Chicago-Naperville-Elgin, IL-IN-WI Metro Area (Civilian Labor Work Force Age 16+) (Illinois Department of Employment Security)

70% of our applicants were male which is significantly higher than the 2018 available Work Force Data (52.7%). Improvement is needed regarding female testing applicants. 30% of our applicant pool is female, however the available Work Force is 47.3%.

Comparison of Testing Results & Available Work Force Data by Race

(Information obtained from returned voluntary surveys)

Race	2020 Test Result Data # of Returned Surveys	2020 Test Result Data % of Returned Survey	2018 Available Work force Data
Caucasian	68	74%	68.1%
African-American	3	3%	15%
Asian/Pacific Islander	2	2%	6.8%
Hispanic	17	19%	20.7%
Other	2	2%	7.9%
TOTAL	92	100%	N/A

*100% (92 of 92) of the returned surveys had a Race selected

*2018 Available Work Force Data Source: Illinois Department of Employment Security (DES), Table 1 and represents Chicago-Naperville-Elgin, IL-IN-WI Metro Area (Civilian Labor Work Force Age 16+) (Illinois Department of Employment Security)

*Hispanic is considered an ethnicity and not a race for the U.S Census, however the Available Work Force Data separates data by Hispanic and Not Hispanic. Therefore, the charts reflect similarly and use Hispanic as a race.

While Improvement is needed in the hiring of female and under-represented candidates there is positive data from the voluntary surveys. Specifically, the number of female applicants (30%) and the number of Hispanic testing applicants (19%).

Comparison of Testing Results by Race & Gender

(Information obtained from returned voluntary surveys)

Gender & Race	2020 Test Result Data	2023 Test Result Data	2023 Test Result Data
Male / Caucasian	51	N/A	N/A
Male / African-American	2	N/A	N/A
Male / Asian/Pacific Islander	2	N/A	N/A
Male / Hispanic	8	N/A	N/A
Male / Other	2	N/A	N/A
Female / Caucasian	17	N/A	N/A
Female / African-American	1	N/A	N/A
Female / Asian/Pacific Islander	0	N/A	N/A
Female / Hispanic	9	N/A	N/A
Female / Other	0	N/A	N/A
TOTAL	92	N/A	N/A

Comparison of Testing Results – Source of Information

(Information obtained from returned voluntary surveys)

Source	2020 Test Data # of Returned Surveys	2020 Test Data % of Returned Surveys	2023 Test Data	2026 Test Data
Print Media	1	1%	N/A	N/A
City Website	1	1%	N/A	N/A
The Blue Line	73	77%	N/A	N/A
College Recruiting	0	0%	N/A	N/A
Referral	7	7%	N/A	N/A
Internet	12	13%	N/A	N/A
Other	1	1%	N/A	N/A
TOTAL	95	100%	N/A	N/A

*3 voluntary surveys returned listed more than one (1) Source

**"Internet" and "Other" Source listed Indeed, Apply to Serve, Facebook & Google as their Source

As part of the 2020 Voluntary Survey candidates were asked how they were referred to our test allowing for multiple answers in order to evaluate the recruiting strategy. The breakdown of all responses is in the chart above. The Blue Line (77%) and the Internet (13%) account for the majority. Future testing cycles and the tracking of Information Sources will help guide our recruitment strategies in the future. Per Illinois statutes, the newspapers must still be used to advertise when testing for police officers

Comparison of Testing Results – Age, Education & Military Comparison

(Information obtained from returned voluntary surveys)

Age	# of Surveys	% of Surveys
21 – 25 years of Age	49	55%
26 – 30 years of Age	23	26%
31 – 35 years of Age	15	17%
36 – 39 years of Age	1	1%
40 – 45 years of Age	1	1%
46 – 50 years of Age	0	0%
TOTAL	89	100%

*3 returned voluntary surveys did not list Age Range Information

Education		
	# of Surveys	% of Surveys
Associates Degree	19	28%
Bachelor's degree	46	68%
Master's degree	2	3%
Doctoral Degree	1	1%
TOTAL	68	100%

*68 of the 92 voluntary surveys listed educated information. Prior to the written examination each applicant was required to provide verification of educational requirements

*Educational Requirements Include: Bachelor or Associate Degree in any field of study OR 60 credit hours at an accredited college or university OR those who qualify for a waiver due to active military service pursuant to statute

Military Service		
	# of Surveys w/ Military Service	% of Total Surveys
U.S Veteran	17	18%
Disabled U.S Veteran	2	2%
TOTAL	19	20%

*19 of the 92 voluntary surveys listed Military Service

Comparison of Testing Results – County Comparison of Applicants

(Information obtained from returned voluntary surveys)

County Applicant Resides	Raw #	% of Voluntary Surveys
Bureau	1	1%
Cook	8	9%
DeKalb	4	4%
DuPage	12	13%
Grundy	6	7%
Kane	24	26%
Kendall	18	20%
LaSalle	3	3%
Will	15	16%
Woodford	1	1%
TOTAL	92	100%

	Caucasian	African-American	Asian	Hispanic	Other
Bureau	1	0	0	0	0
Cook	6	0	0	1	1
DeKalb	2	1	0	1	0
DuPage	11	0	0	1	0
Grundy	6	0	0	0	0
Kane	15	1	1	7	0
Kendall	11	1	1	4	1
LaSalle	1	0	0	2	0
Will	14	0	0	1	0
Woodford	1	0	0	0	0
TOTAL	68	3	2	17	2

*Additional County breakdown by Race of applicant

