

EEO Utilization Report

Organization Information

Name: COOK, COUNTY OF

City: CHICAGO

State: IL

Zip: 60602-3174

Type: County/Municipal Prosecutor

Section 1: EEO Policy Statement

Policy Statement:

The State's Attorney's Office is an Equal Opportunity Employer committed to complying with all applicable laws and regulations relating to equal employment opportunities, regardless of an individual's race, color, creed, religion, ancestry, national origin, age, sex (including gender identity, sexual orientation, and pregnancy), genetic information, citizenship, military service, marital status, parental status, or disability. The SAO has an Equal Employment Opportunity Program that is in compliance with all applicable laws and regulations. If an employee believes that he or she has received treatment that violates these policies, the employee should notify the EEO Officer and/or the Director of Human Resources as soon as possible in writing.

Section 5: Narrative Interpretation of Data

The Cook County State's Attorney's Office, headed by State's Attorney Kimberly M. Foxx, is the largest office of prosecutors in Illinois and the second largest in the United States. A staff of executives, professionals and State's Attorney's investigators who are sworn police officers support the work of the Assistant State's Attorneys (ASAs). The State's Attorney's Office seeks a diversified workforce. Since the submission of its last report, the Office has continued to build on significant strides made in implementing key positions and practices in furtherance of increasing diversity and inclusion in the Office, and training professionals who are equipped to serve our diverse community.

The Office's first Chief Diversity Officer was hired when State's Attorney Foxx took office on December 1, 2016. The Diversity Officer—now known and sometimes referred to herein as the Director of Diversity, Equity, and Inclusion—is a key partner in implementing the Office's commitment to fostering an inclusive environment where the differences in race, ethnicity, gender, gender identity or expression, age, national origin, disability, sexual orientation, and religions of our employees are appreciated and embraced. Under the leadership of the Diversity Officer, the Office has increased its recruiting efforts of minority law students at the law schools with the highest minority enrollment rates and has partnered with local bar associations in an effort to diversify the lateral attorney pipeline. The Office has made progress for women and people of color representation at all levels of leadership, while continuing to advance inclusion in the workplace.

The key drivers of the Office's diversity and inclusion initiatives continue to be the Diversity Committee and Employee Resource Groups (ERGs), also implemented, and recently expanded under the leadership of State's Attorney Foxx. These voluntary, grass-root groups are self-governed by employees and operate under the advisory guidance of the Director of Diversity, Equity, and Inclusion to provide an outlet for professional development, community outreach, and assistance with recruitment and retention of diverse employees. The Office currently has seven active ERGs: Asian American and Pacific Islanders; Alliance of Black Leadership and Excellence; Alianza; LGBTQ+; W.I.S.E. (Women's Insight & Support Through Education); MENA (Middle Eastern and North African); and, The Ability Alliance Network.

In October of 2018, the Office hired its first ever Equal Employment Opportunity (EEO) Officer, who reports directly to the Chief of Staff. The EEO Officer is responsible for formulating and implementing the Office's EEO policy, monitoring and reviewing the Office's employment practices, conducting internal EEO investigations, and facilitating officewide antiharassment, including sexual harassment prevention, training.

To better contextualize the Office's underutilization data, it is important to understand the nature of the Office's workforce and how this has impacted the Office's recruitment priorities, and the nature of the labor pool from which the Office has been drawing since the submission of its last report.

Like most governmental bodies, the State's Attorney's Office is composed of both union and non-union employees. Its investigators—both sworn and unsworn officers—are all unionized. Approximately 90% of the Office's administrative support staff personnel is also unionized. The extent to which the Office can impact hiring and diversity numbers in the unionized employee categories is circumscribed by adherence to various union contracts and rights contained therein.

The State's Attorney's ASAs, non-union licensed attorneys, comprise the majority of its employees that would be classified as professionals in the Utilization Analysis Chart. The ASAs are often considered to be the "face" of the Office in terms of the discretion they have in executing their duties and their interaction with citizens, law enforcement, the judiciary, the community at large, and other diverse stakeholders. As such, in the areas of diversity and inclusion, the Office has determined that it is among the ASAs where the most direct and systemically critical impact can be made.

Impacting diversity among its legal professionals presents a unique challenge to the Office because the legal profession is still one of the least racially diverse professions in the country. See Laffey, Allison E. and Ng, Allison. "ABA Profile of the Legal Profession 2022 [Demographics]." American Bar Association, Media Relations and Strategic Communications Division, 2022, Demographics | American Bar Association Profile of the Legal Profession (abalegalprofile.com). Accessed 20 June 2023.

Nonetheless, as indicated above and as will be further detailed in Steps 5 & 6, the Office continues to take a broad-based, holistic approach to improving its overall diversity, equity, and inclusion footprint.

Areas of statistically significant underutilization identified in the analysis include Asian male and Asian female Professionals, and Black/African American males in Protective Services: Sworn.

Areas of underutilization were identified as areas where the agency workforce had 2 or more standard deviations from the community labor statistics.

The following areas are highlighted as areas of significant underutilization:

1. White males in the categories of Officials/Administrators (-14%) and Administrative Support (-10%).
2. White females in the category of Administrative Support (-7%).
3. Asian males in the category of Professionals (-5%).
4. Asian females in the category of Professionals (-2%).
5. Black/African American males in the category of Protective Services: Sworn (-8%).

As summarized above, there is underutilization in Asian male and Asian female Professionals categories. There is also underutilization of Black/African males in the Protective Services: Sworn category; though, since the last report, there has been a 2% improvement in that category, indicating a positive upward trending in this category.

Regarding our Professionals in general, and specifically our ASAs, during the time period of this report, jurisdictions across the United States reported a decline in the number of attorneys choosing to join prosecutor offices, or increased numbers of prosecutors leaving offices. See e.g., Weiss, Cassens Debra. "Prosecution careers are a tougher sell since the pandemic; positions go unfilled as few apply." ABA Journal, April 14, 2022, <https://www.abajournal.com/news/article/prosecution-careers-are-a-tougher-sell-since-the-pandemic-positions-go-unfilled-as-few-apply>. Accessed 22 June 2023. Our Office was not immune to this nationwide phenomenon. Nonetheless, this Office will continue to assess and revise its diverse recruitment and outreach initiatives as needed to improve its utilization levels.

Section 6: Objectives and Steps

1. Increase outreach and pipeline initiatives in order to address underutilization numbers relative to Asian male and Asian female professionals employed by the Office.

- a. a. First, the Office has renamed its previously-named Asian American Prosecutors ERG to the Asian American and Pacific Islanders (AAPI) ERG, which name better reflects the diversity of the Office's employees.
- b. b. Second, the Office supports the AAPI ERG members in highlighting their leadership and visibility opportunities within and outside the Office.
- c. c. Third, the Office's Director of Legal Hiring works closely with the AAPI ERG to identify and participate in outreach and recruitment opportunities in the Asian community, which enable the Office to inform Asian male and female law students, lateral attorneys, and those in the law-related job sector about employment opportunities with the Office.
- d. d. Finally, the Office will continue to expand the pipeline it created for the development and recruitment of future Asian male and female ASAs. The Office determined that several law schools in the Southern part of the United States, such as Emory University School of Law and Florida International University College of Law, have a significant number of Asian students in their JD programs. Thus, the Office includes those law schools in its overall recruitment activities, including its recruitment of law clerks. As a result, the Office has expanded opportunities for Asian male and female law students to gain valuable learning and work experience with the Office, thus making them attractive candidates for full-time attorney positions with the Office post-graduation.

2. Review all job requirements and hiring procedures to ensure no unnecessary barriers exist to deny equal employment opportunity.

- a. Monitor recruitment policies and procedures.

b. Provide EEO training to supervisors and to professionals within the Office who participate in the recruitment and interview process.

3. Present and engage in programming to call attention to the importance of diversity & inclusion, and EEO-compliance in the workplace.

a. The Office presented numerous diversity & inclusion, and EEO-compliance trainings throughout 2021-2023, including: (1) 1/17/23--Learn Your Rights Under the ADA: A Conversation with Hannah Walsh, Equip for Equality Illinois. ; (2) 11/1/22--Leadership Training Cook County State's Attorney's Office: Supervisors/Exec staff; (3) 7/27/22--Overcoming Stress and Burnout -- Mental Health Training (4) 7/8/22 -- Biases in Decision Making: Avoiding the Circumstances that Create Poor Judgments While Working Remotely; (5) 6/9/22--Leading by Example: Your Role in Creating a Culture of Belonging for Everyone ; (6) 11/8/21--Bias and the Hiring of Attorneys; (7) 11/9/21 -- Overcoming Barriers in the Criminal Justice System for Transgender Victims; (8) 11/1/21--Employee Resource Group Leadership Diversity, Equity, and Inclusion Session; (9) 5/20/21--Bias Awareness and Action Training.

b. Provide EEO training to supervisors and to professionals within the Office who participate in the recruitment and interview process.

4. Create and continue to support internal mechanisms to engage employees in diversity and inclusion initiatives.

a. Added two new Employee Resource Groups (ERGs), which are self-directed and under the guidance of the Director of Diversity, Equity, and Inclusion: MENA (Middle Eastern and North African), and the Ability Alliance Network. The Office will continue to use our ERGs as vital resources for feedback and direction on areas of improvement in our diversity and inclusion efforts.

b. Created the first ever State's Attorney's Office Diversity Committee, which reports directly to the Chief of Staff.

5. Evaluate and enhance our outreach, recruitment, and promotion practices to better reach underutilized populations.

- a. Continue yearly outreach programs to local and national law schools and universities to identify qualified applicants. CCSAO will continue to target diverse law student organizations and programs for recruiting purposes including working with diverse student organizations. In addition, when our Director of Legal Recruiting conducts on-campus interviewing of law students, she connects with at least one minority campus group leader at each law school visited. The Director of Legal Recruiting also conducts targeted recruiting at historically black law schools.
- b. Continue attending and hosting minority job fairs to recruit qualified law school graduates for employment. The Office currently attends the National Black Prosecutors Association Job Fair, Hispanic National Bar Associations Job Fair, Lavender Law Job Fair (LGBT), Southeastern Minority Fair (Georgia), and the Black Women Lawyers Association and Black Men Lawyers Association and Cook County Bar Associations Minority Job Fairs. The Office will also attend the first annual leadership conference hosted by the National Asian Pacific Islander Prosecutors Association (NAPIPA), taking place in the summer of 2023, as well as subsequent NAPIPA conferences.
- c. Continue to place a priority on training newly hired Assistant States Attorneys, investigators, and support staff, and targeting minority candidates for recruitment and advancement.
- d. Continue to use the States Attorney's Office's website to reach out to applicants, making employment information available via the Office website including job postings, clerking opportunities, and application materials. Additionally, the Office frequently uses LinkedIn and other social media platforms to disseminate notice of employment and clerking opportunities.
- e. Continue to develop and expand contacts and work to create a presence in underrepresented communities by working with established community groups. The States Attorney's Offices Community Outreach Unit and Community Justice Centers actively seek out and participate in underrepresented communities activities and organizations.

Section 7: Dissemination Strategy: Internal

1. Once the Justice Departments approval of the EEOP Utilization Report has been received, the Director of Human Resources will communicate via email with all existing employees concerning the updated EEOP Utilization Report and will include the same information in new employee orientation materials, informing all employees that a copy is available to them upon request to the Human Resources Department.
2. Provide a copy of the EEOP Utilization Report to the States Attorney's Diversity Committee and ERG members.
3. Continue to include the Offices non-discrimination statement in the employee handbook and state that a copy of the EEOP Utilization Report is available on request to the Human Resources Department.
4. Continue to post information about the EEOP Utilization Report on employee bulletin boards throughout the States Attorney's Office in all locations.
5. Inform employees that the EEOP Utilization Report can be accessed electronically through the shared drive on work computers.
6. Annually review the EEOP Utilization Report with the appropriate administrators within the Office.

Section 7: Dissemination Strategy: External

1. Have a copy of the EEOP Utilization Report available for external stakeholders.
2. Continue to post the EEOP policy statement on the States Attorney's Offices web page.
3. Include a link to the final approved EEOP Utilization Report on the States Attorney's Offices web page.
4. Inform all recruiting sources of our EEOP Utilization Report.
5. Include a written statement on all job postings and applications, including those on the Offices website, explaining how a copy of the EEOP Utilization Report may be obtained upon request to the Human Resources Department.
6. Annually review the EEOP Utilization Report with the appropriate administrators within the Office.

Utilization Analysis Chart
Relevant Labor Market: Cook County
, Illinois

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
Officials/Administrators														
Workforce #/%	21/27%	1/1%	5/6%	0/0%	2/3%	0/0%	2/3%	32/42%	1/1%	12/16%	0/0%	1/1%	0/0%	0/0%
CLS #/%	170,195/41%	24,375/6%	18,955/5%	275/0%	18,960/5%	80/0%	2,880/1%	113,520/28%	20,530/5%	26,460/6%	185/0%	13,270/3%	15/0%	3,070/1%
Utilization #/%	-14%	-5%	2%	-0%	-2%	-0%	2%	14%	-4%	9%	-0%	-2%	-0%	-1%
Professionals														
Workforce #/%	193/28%	29/4%	30/4%	0/0%	14/2%	0/0%	1/0%	279/40%	41/6%	72/10%	0/0%	28/4%	0/0%	4/1%
CLS #/%	180,365/30%	26,150/4%	26,745/4%	305/0%	39,865/7%	60/0%	5,245/1%	201,190/33%	34,975/6%	48,495/8%	370/0%	38,025/6%	55/0%	5,800/1%
Utilization #/%	-2%	-0%	-0%	-0%	-5%	-0%	-1%	7%	0%	2%	-0%	-2%	-0%	-0%
Technicians														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	42,955/23%	35,780/19%	16,465/9%	35/0%	6,680/4%	15/0%	1,170/1%	30,135/16%	25,730/14%	19,180/10%	110/0%	6,635/4%	15/0%	1,160/1%
Utilization #/%														
Protective Services: Sworn														
Workforce #/%	40/43%	13/14%	13/14%	0/0%	0/0%	0/0%	0/0%	6/7%	5/5%	15/16%	0/0%	0/0%	0/0%	0/0%
CLS #/%	23,350/38%	8,635/14%	13,905/23%	35/0%	1,035/2%	4/0%	945/2%	3,540/6%	1,830/3%	7,900/13%	4/0%	105/0%	0/0%	205/0%
Utilization #/%	6%	0%	-8%	-0%	-2%	-0%	-2%	1%	2%	3%	-0%	-0%	0%	-0%
Protective Services: Non-sworn														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	1,300/24%	370/7%	530/10%	0/0%	75/1%	0/0%	45/1%	1,150/22%	715/13%	1,060/20%	0/0%	15/0%	0/0%	85/2%
Utilization #/%														
Administrative Support														
Workforce #/%	48/13%	23/6%	25/7%	0/0%	13/3%	0/0%	0/0%	87/23%	94/25%	78/21%	0/0%	11/3%	0/0%	1/0%

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
CLS #/%	133,730/22%	43,630/7%	33,735/6%	220/0%	17,180/3%	55/0%	3,645/1%	180,430/30%	81,390/14%	80,695/13%	400/0%	18,525/3%	50/0%	5,900/1%
Utilization #/%	-10%	-1%	1%	-0%	1%	-0%	-1%	-7%	11%	7%	-0%	-0%	-0%	-1%
Skilled Craft														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	80,100/50%	49,820/31%	13,780/9%	50/0%	3,280/2%	55/0%	1,400/1%	4,215/3%	5,260/3%	1,860/1%	0/0%	1,210/1%	0/0%	70/0%
Utilization #/%														
Service/Maintenance														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	122,755/19%	146,825/23%	77,875/12%	565/0%	19,375/3%	45/0%	5,205/1%	88,360/14%	74,660/12%	73,625/12%	335/0%	17,450/3%	55/0%	3,770/1%
Utilization #/%														

Significant Underutilization Chart

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
Officials/Administrators	✓													
Professionals					✓		✓					✓		
Protective Services: Sworn			✓											
Administrative Support	✓							✓						

I understand the regulatory obligation under 28 C.F.R. ~ 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEO Utilization Report.

I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Donyelle Gray

Director of Diversity, Equity, and Inclusion 06-23-2023

[signature]

[title]

[date]