



DATE: December 5, 2005

TO: MTA Board of Directors
Cleopatra Vaughns, Chairman
Michael Kasolas, Vice Chairman
Shirley Breyer Black, Director
Wil Din, Director
Peter Mezey, Director
Rev. Dr. James McCray, Jr., Director

THRU: Stuart Sunshine, Acting Executive Director, MTA

FROM: Vernon Crawley, EEO Manager

RE: **EQUAL EMPLOYMENT OPPORTUNITY PROGRAMS
QUARTERLY STATUS REPORT**

July 1, 2005 through September 30, 2005

COMMENTS:

The Section has continued to conduct AB 1825 or state mandated sexual harassment training for managers, supervisors and lead workers in MTA. Workplace Violence Prevention and diversity awareness training has also been provided by Section staff during the quarter. Approx. 655 employees attended one of these training sessions during the period.

Requests for reasonable accommodation are provided intake and orientation by EEO Section staff. Requests are processed through certification as eligible persons with disabilities. During this period 12 new cases were processed.

The EEO Section continued processing final investigative reports on all cases. Seven more cases were completed over last quarter even though Department vacancies and staff leaves combined with an increase of new cases handled during the period. New matters continue to rise (from 7 to 18) due to increased filings with external agencies and the expansion of employment after the merger with DPT.

The EEO Section reviewed and concurred with 18 proposed promotions and hires as required by Civil Service Commission Rule #403 and the FTA's UMTA Circular on EEO Programs.

Part I: EEO Investigations

**Reporting Period from
04/01/05 – 06/30/05**

Active Cases Brought Forward	17
New Cases this Quarter	7
Total Active Cases this Quarter	24
Closed Cases this Quarter	3
Net Active Cases Open	21

Active Cases Filed Internally	20
Active Cases Filed with EEOC/DFEH	4

**Reporting Period from
07/01/05 – 09/30/05**

Active Cases Brought Forward	21
New Cases this Quarter	18
Total Active Cases this Quarter	39
Closed Cases this Quarter	10
Net Active Cases Open	29

Active Cases Filed Internally	23
Active Cases Filed with EEOC/DFEH	16

SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY

HUMAN RESOURCES DIVISION – EEO SECTION

TABLE 1

FISCAL YEAR SUMMARY

EEO Cases

FY 2003	July 1, 2002 to Sept 30, 2002	Oct. 1, 2002 to Dec 30, 2002	Jan 1, 2003 to March 31, 2003	April 1, 2003 to June 30, 2003
Current Cases Brought Forward	52	41	47	41
New Cases this Quarter	10	19	11	9
Total Active Cases this Qtr	62	60	58	50
Closed Cases this Qtr	21	13	17	12
Net Current Cases Open	41	47	41	38
FY 2004	July 1, 2003 to Sept 30, 2003	Oct. 1, 2003 to Dec 30, 2003	Jan 1, 2004 to March 31, 2004	April 1, 2004 to June 30, 2004
Current Cases Brought Forward	38	30	31	31
New Cases this Quarter	8	7	6	12
Total Active Cases this Qtr	46	37	37	43
Closed Cases this Qtr	16	6	6	17
Net Current Cases Open	30	31	31	26
FY 2005	July 1, 2004 to Sept 30, 2004	Oct. 1, 2004 to Dec 31, 2004	Jan 1, 2005 to March 31, 2005	April 1, 2005 to June 30, 2005
Current Cases Brought Forward	26	33	24	17
New Cases this Quarter	14	9	10	7
Total Active Cases this Qtr	40	42	34	24
Closed Cases this Qtr	7	18	17	3
Net Current Cases Open	33	24	17	21
FY 2006	July 1, 2005 to Sept 30, 2005	Oct. 1, 2005 to Dec 31, 2005	Jan 1, 2006 to March 31, 2006	April 1, 2006 to June 30, 2006
Current Cases Brought Forward	21			
New Cases this Quarter	18			
Total Active Cases this Qtr	39			
Closed Cases this Qtr	10			
Net Current Cases Open	29			

**SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY
HUMAN RESOURCES DIVISION – EEO SECTION**

TABLE 1B

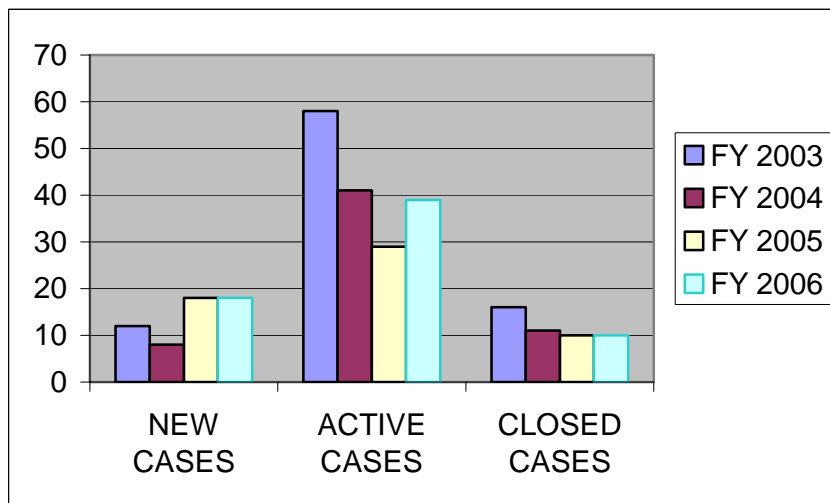
Total Active EEO Case Summary by Division

FY 2003	July 1, 2002 to Sept 30, 2002	Oct. 1, 2002 to Dec 30, 2002	Jan 1, 2003 to March 31, 2003	April 1, 2003 to June 30, 2003
General Manager	0	0	0	0
Operations	33	37	36	29
Maintenance	20	16	14	15
Finance & Administration	2	1	1	1
Safety & Training	6	5	5	4
Construction	0	0	0	0
Planning & Legislative Affairs	0	0	0	0
Human Resources	1	1	2	1
Non-Employee	0	0	0	0
FY 2004	July 1, 2003 to Sept 30, 2003	Oct. 1, 2003 to Dec 30, 2003	Jan 1, 2004 to March 31, 2004	April 1, 2004 to June 30, 2004
General Manager	0	0	0	0
Transportation	24	19	16	20
Maintenance	17	12	14	14
Finance & Administration	1	0	1	1
Executive	4	5	5	5
Construction	0	0	0	1
Planning & Legislative Affairs	0	1	1	2
Human Resources	0	0	0	0
Non-Employee	0	0	0	0
FY 2005	July 1, 2004 to Sept 30, 2004	Oct. 1, 2004 to Dec 31, 2004	Jan 1, 2005 to March 31, 2005	April 1, 2005 to June 30, 2005
General Manager	1	1	0	0
Transportation	17	23	20	11
Maintenance	16	13	9	6
Finance & Administration	1	1	1	2
Executive	4	1	1	0
Construction	0	0	0	0
Planning & Legislative Affairs	1	1	1	1
Human Resources	0	0	0	0
Non-Employee	0	0	0	0
DPT - Enforcement	-	1	1	1
DPT - Hearings, Traffic Services	-	1	1	3
FY 2005	July 1, 2005 to Sept 30, 2005	Oct. 1, 2005 to Dec 31, 2005	Jan 1, 2006 to March 31, 2006	April 1, 2006 to June 30, 2006
General Manager	0			
Transportation	13			
Maintenance	11			
Finance & Administration	2			
Executive	1			
Construction	0			
Planning & Legislative Affairs	0			
Human Resources	0			
Non-Employee	0			
DPT - Enforcement	4			
DPT - Hearings, Traffic Services	8			

**SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY
HUMAN RESOURCES DIVISION
EQUAL EMPLOYMENT OPPORTUNITY SECTION**

**TABLE 2
FISCAL YEAR SUMMARY
AVERAGE EEO ACTIVE CASES, NEW AND CLOSED
(Rounded to the nearest whole)
FY 2002-2003 to FY 2005-2006**

	NEW CASES	ACTIVE CASES	CLOSED CASES
FY 2003	12	58	16
FY 2004	8	41	11
FY 2005	10	35	11
FY 2006	18	39	10



**Summary of Complaints by Basis
One Claim May Have Multiple Bases**

**Reporting Period from
04/01/05 to 06/30/05**

Basis	Number
Aids, HIV	0
Age	6
Ancestry	0
Color	1
Creed	0
Disability	8
Domestic Partners Status	0
Ethnicity	1
Medical Condition - Cancer	0
Marital Status	1
National Origin	5
Other	0
Political Affiliation	0
Parental Status	0
Race	15
Religion	2
Retaliation	11
Sexual Orientation	2
Sex	7

**Reporting Period from
07/01/05 to 09/30/05**

Basis	Number
Aids, HIV	0
Age	6
Ancestry	1
Color	4
Creed	0
Disability	12
Domestic Partners Status	0
Ethnicity	2
Medical Condition - Cancer	0
Marital Status	2
National Origin	8
Other	0
Political Affiliation	0
Parental Status	0
Race	14
Religion	0
Retaliation	13
Sexual Orientation	5
Sex	9
Favoritism	1

**Summary of Complaints by Issue
One Claim May Have Multiple Issues**

**Reporting Period from
04/01/05 to 06/30/05**

Issue	Number
Constructive Discharge	0
Compensation	2
Disciplinary Action	2
Denial of Employment	0
Demotion	0
Denial of Promotion	4
Harassment	13
Layoff	1
Other	1
Denial of Reasonable Accommodation	1
Sexual Harassment	3
Termination	1
Denial of Training	0
Work Assignment	8

**Reporting Period from
07/01/05 to 09/30/05**

Issue	Number
Constructive Discharge	0
Compensation	0
Disciplinary Action	1
Denial of Employment	1
Demotion	0
Denial of Promotion	7
Harassment	20
Layoff	2
Other	2
Denial of Reasonable Accommodation	5
Sexual Harassment	6
Termination	1
Denial of Training	0
Work Assignment	9

Aging Summary of Pending Active Cases in MTA EEO and DHR

**Reporting Period from
04/01/05 to 06/30/05**

Age	MTA-EEO	DHR	Total
0 – 30 Days	0	0	0
31 – 60 Days	0	0	0
61 – 90 Days	3	0	3
91 – 120 Days	0	0	0
121 – 150 Days	1	0	1
151 – 180 Days	2	0	2
181 – 210 Days	0	0	0
211 – 240 Days	0	0	0
241 – 270 Days	1	0	1
271 – 300 Days	1	1	2
301 – 330 Days	1	0	1
331 – 360 Days	1	0	1
360 + Days	3	3	6
Total	13	4	17

**Reporting Period from
07/01/05 to 09/30/05**

Age	MTA-EEO	DHR	Total
0 – 30 Days	4	0	4
31 – 60 Days	5	0	5
61 – 90 Days	1	1	2
91 – 120 Days	0	0	0
121 – 150 Days	1	0	1
151 – 180 Days	4	0	4
181 – 210 Days	0	0	0
211 – 240 Days	1	0	1
241 – 270 Days	0	0	0
271 – 300 Days	1	0	1
301 – 330 Days	0	0	0
331 – 360 Days	0	0	0
360 + Days	4	7	11
Total	21	8	29

Requests for Reasonable Accommodation

**Reporting Period from
04/01/05 to 06/30/05**

Active Requests Brought Forward	26
New Requests this Quarter	14
Closed Files	6
Net Active Requests Open	34

**Reporting Period from
07/01/05 to 09/30/05**

Active Requests Brought Forward	34
New Requests this Quarter	12
Closed Files	17
Net Active Requests Open	29

Request for Accommodation	Requests
Requests Pending Certification by EEO	14
Request pending accommodation by HR	20
Total	34

Request for Accommodation	Number of Requests
Requests Pending Certification by EEO	11
Request pending accommodation by HR	18
Total	29

SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY
HUMAN RESOURCES DIVISION
EQUAL EMPLOYMENT OPPORTUNITY SECTION

TABLE 3
REQUESTS FOR ACCOMMODATION (CASES)

FY 2003	July 1, 2002 to Sept 30, 2002	Oct. 1, 2002 to Dec 30, 2002	Jan 1, 2003 to March 2003	April 2003 to June 2003
Total Active	56	43	40	32
New Requests this Quarter	16	17	14	6
Closed Files	29	22	22	16
Net Current Open	43	38	32	22

FY 2004	July 1, 2003 to Sept 30, 2003	Oct. 1, 2003 to Dec 30, 2003	Jan 1, 2004 to March 2004	April 2004 to June 2004
Total Active	29*	41	37	40
New Requests this Quarter	26	13	20	12
Closed Files	14	17	17	8
Net Current Open	41	37	40	44

FY 2005	July 1, 2004 to Sept 30, 2004	Oct. 1, 2004 to Dec 31, 2004	Jan 1, 2005 to March 31, 2005	April 1, 2005 to June 30, 2005
Total Active	44	47	42	26
New Requests this Quarter	16	16	8	14
Closed Files	16	21	24	6
Net Current Open	44	42	26	34

FY 2006	July 1, 2005 to Sept 30, 2005	Oct. 1, 2005 to Dec 31, 2005	Jan 1, 2006 to March 31, 2006	April 1, 2006 to June 30, 2006
Total Active	34			
New Requests this Quarter	12			
Closed Files	17			
Net Current Open	29			

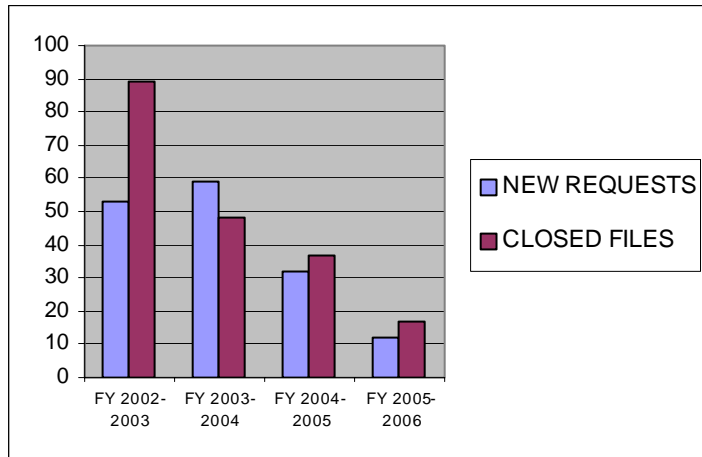
**SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY
HUMAN RESOURCES DIVISION
EQUAL EMPLOYMENT OPPORTUNITY SECTION**

TABLE 3A

**THREE-YEAR SUMMARY
REQUESTS FOR ACCOMMODATION**

YEAR	NEW REQUESTS	CLOSED FILES
FY 2003	53	89
FY 2004	71	56
FY 2005	54	67
FY 2006	12	17

1st Quarter 2005-2006



Active Requests for Accommodation by Division

**Reporting Period from
04/01/05 to 06/30/05**

Division	Active Requests
General Manager	5
Transportation	19
Maintenance	6
Finance & Administration	0
Executive	0
Construction	0
Planning & Legislative Affairs	0
Human Resources, Labor Relations, EEO	1
Non-employee	0
DPT - Enforcement	1
DPT - Traffic Services	2
Total	34

**Reporting Period from
07/01/05 to 09/30/05**

Division	Active Requests
General Manager	1
Transportation	15
Maintenance	7
Finance & Administration	1
Executive	1
Construction/Engineering	0
Planning & Legislative Affairs	0
Human Resources, Labor Relations, EEO	1
Non-employee	0
DPT - Enforcement	2
DPT - Traffic Services	1
Total	29

**Part III – EEO Training
07/01/05 to 09/30/05**

Training Class	Number of Participants
AB1825: Preventing and Responding to Sexual Harassment	106
Violence in the Transit Workplace – Prevention, Response & Recovery	11
2-in-1 Training: Introduction to EEO Issues & Reasonable Accommodation: Your Responsibility as an Employer	8
Valuing Diversity	64

SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY
HUMAN RESOURCES DIVISION
EQUAL EMPLOYMENT OPPORTUNITY SECTION

TABLE 4
FISCAL YEAR SUMMARY
TRAINING

YEAR	SEXUAL HARASSMENT	VIOLENCE	EEOP	DIVERSITY	2-in1/ ADA
FY 2002-2003	221	127	-	56	15
FY 2003-2004	272	107	8	28	30
FY 2004-2005	460	103	-	34	58
FY 2005-2006					

EEO TRAINING

