

ALASKA LEGISLATURE COMMITTEE FILES 1981-1982 86/2

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member. The FSR's act as a liaison between the employer and the placement interviewer assisting the employer with difficult or specialized recruitment and tailoring training programs to the employer's needs.

Job Service, therefore, offers the employer much more than just qualified referrals. It is a full-service agency offering employer assistance with all aspects of staffing and additional labor market information for planning purposes, and in the process put employers in touch with the largest labor supply in the state.

Employers needing part-time employees or additional staff for temporary or permanent full time assignments may find assistance from the Youth Employment Service (YES) office located at 2636 Spenard Road. YES is a non-profit statewide program designed to promote meaningful job opportunities for youth between the ages of 14 to 25 years. The Anchorage office remains open year around, and coordinates activities through various agencies in order that a maximum number of youth may be assisted in finding employment. YES personnel act as a resource of labor market information for the youth, the employer, and institutions concerned with the training and education of youth.

Anchorage

Table 1. Standard Metropolitan Statistical Area Civilian Population by Sex and Minority Status

1970

Minority Status	Number		Percent Distribution		Labor Force Participation Rate ^{1/}	
	Total	Female	Total	Female	Total	Female
1. Total.....	124,542	59,421	100.0	100.0	55.7	49.5
2. White.....	112,965	53,734	90.7	90.4	56.5	49.7
3. Black.....	5,147	2,302	4.1	3.9	42.8	55.9
4. American Indian....	1,775	922	1.4	1.6	NA	NA
5. Eskimo.....	2,282	1,281	1.8	2.2	NA	NA
6. Aleut.....	738	403	0.6	0.7	NA	NA
7. Oriental.....	1,032	487	0.8	0.8	NA	NA
8. Other Races.....	603	292	0.5	0.5	50.9 ^{2/}	42.6 ^{2/}
9. Spanish-Speaking...	3,439	1,630	2.8	2.7	48.3	49.4
10. Minority Group*....	15,016	7,317	12.1	12.3	47.3	55.1

NOTES: ^{1/} Percent of civilian population 16 years and older who are in the Civilian work force.

^{2/} Includes American Indian, Eskimo, Aleut and Oriental.

* Sum of Spanish-speaking and all races except white. Some duplication may result since Spanish-speaking may include non-white races in addition to white.

Source: Research and Analysis Section, Alaska Department of Labor and 1970 Census Population

Anchorage
Table 2. Employment by Sex and Minority Group Status
1979

	Labor Force	Employ- ment	Unemploy- ment	% Distribution			Unemploy- ment Rate
				Labor Force	Employ- ment	Unemploy- ment	
Both Sexes							
Total.....	81120	75424	5696	100.0	100.0	100.0	7.0
1. White.....	75362	70206	5156	92.9	93.1	90.5	6.8
2. Black.....	2514	2372	142	3.1	3.1	2.5	5.6
3. Other Races.....	3244	2846	398	4.0	3.8	7.0	12.3
4. Spanish-Speaking.....	1705	1579	126	2.1	2.1	2.2	7.4
5. Minority Group*.....	7463	6797	666	9.2	9.0	11.7	8.9
Women							
Total.....	34638	31922	2716	100.0	100.0	100.0	7.8
% Both Sexes.....	42.7	42.2	47.7				
1. White.....	31626	29240	2386	91.3	91.6	87.8	7.5
2. Black.....	1385	1277	108	4.0	4.0	4.0	7.8
3. Other Races.....	1627	1405	222	4.7	4.4	8.2	13.6
4. Spanish-Speaking.....	936	878	58	2.7	2.8	2.1	6.2
5. Minority Group*.....	3948	3560	388	11.4	11.2	14.3	9.8

*Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include nonwhite races in addition to white.

Source: Research and Analysis Section, Alaska Department of Labor.

Anchorage
Standard Metropolitan Statistical Area
Table 3. Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979.
(Percent Distribution)

	Both Sexes						Female					
	Total	White	Black	Other Races	Spanish-Speaking	Minority Group*	Total	White	Black	Other Races	Spanish-Speaking	Minority Group*
All Occupations - Number 1979	75,424	70,249	2,342	2,833	1,579	6,754	31,847	29,175	1,273	1,359	891	3,553
Number 1970	40,650	37,861	1,262	1,527	851	3,640	17,164	15,724	686	754	475	1,915
Percent 1970	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Prof., technical & related...	19.6	20.0	15.1	12.6	11.5	13.0	18.9	19.4	17.3	8.5	11.6	12.4
Engineers.....	1.9	2.1	0.3	0.1	0.7	0.3	NA 2/	NA	NA	NA	NA	NA
Medical & health workers...	2.4	2.3	4.0	2.4	2.9	3.2	4.4	4.2	6.0	5.2	5.3	5.5
Teachers, elem. & sec. sch.	3.9	4.1	3.3	0.9	2.1	2.0	6.9	7.3	6.1	0.7	3.8	3.4
Other professionals.....	11.3	11.5	7.5	8.3	5.8	7.4	7.6	7.9	5.2	2.6	2.5	3.6
Managers & administrators, Nonfarm.....	12.0	12.6	1.3	4.8	8.7	4.7	5.6	5.8	2.8	2.8	5.7	3.5
Sales.....	7.0	7.3	4.2	2.5	7.8	4.3	7.8	8.1	5.4	3.7	6.5	5.0
Retail stores.....	4.0	4.2	2.9	1.8	4.7	2.8	5.8	6.1	3.9	3.0	5.3	3.9
Other sales workers.....	3.0	3.1	1.3	0.7	3.1	1.5	2.0	2.1	1.5	0.7	1.3	1.1
Clerical.....	21.4	21.4	18.9	22.9	21.0	21.1	41.6	42.6	28.7	34.2	33.5	32.1
Sec., stenogr., & typists...	6.7	6.6	5.2	9.0	6.1	7.1	15.4	15.6	9.5	17.4	11.2	13.0
Other clerical workers.....	14.7	14.8	13.7	13.9	14.6	14.0	26.3	27.0	19.2	16.8	22.3	19.1
Craftsmen, fwyman & related..	15.1	15.4	11.1	10.5	16.3	12.1	1.3	1.4	0.0	3.1	0.0	0.4
Construction craftsmen.....	4.6	4.7	4.4	3.0	3.8	3.7	NA	NA	NA	NA	NA	NA
Mechanics & repairmen.....	4.4	4.5	2.2	3.2	5.8	3.5	NA	NA	NA	NA	NA	NA
Machinists & other metal craftsmen.....	0.4	0.4	0.0	0.3	0.0	0.1	NA	NA	NA	NA	NA	NA
Other craftsmen.....	5.7	5.8	4.4	4.0	6.8	4.8	NA	NA	NA	NA	NA	NA
Operatives except transport..	4.5	4.1	7.2	12.0	4.7	8.6	3.4	2.8	8.2	13.3	4.0	9.1
Durable goods mfg.....	0.2	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Non-durable mfg.....	0.4	0.3	1.4	2.0	1.1	2.1	0.7	0.5	1.7	4.1	4.0	3.2
Nonmanufacturing.....	3.9	3.6	5.8	10.0	1.6	6.6	2.7	2.2	6.4	9.2	0.0	5.9
Transport equip. operatives..	3.0	3.1	3.7	2.0	3.2	2.0	0.0	0.0	0.0	0.0	1.7	0.4
Laborers, nonfarm.....	3.8	3.7	7.1	5.4	3.8	5.4	1.1	1.1	0.6	2.3	0.0	1.1
Service exc. priv. households	12.3	11.2	28.6	6	20.6	25.0	17.1	16.1	29.4	27.4	29.2	28.6
Cleaning & food service....	7.0	6.3	18.7	3	13.7	15.5	9.7	9.1	16.9	15.6	17.1	16.4
Protective service.....	1.7	1.7	1.7	0.3	0.0	0.7	0.2	0.2	0.0	0.0	0.0	0.0
Personal, health & other services.....	4.1	3.7	10.1	0.8	6.8	8.8	7.2	6.8	12.5	11.8	12.2	12.2
Private household workers....	1.1	0.9	4.1	3.3	4.3	3.8	2.5	2.0	7.6	6.8	7.8	7.3
Farm workers.....	0.2	0.2	0.0	0.0	0.0	0.0	0.2	0.2	0.0	0.0	0.0	0.0

Notes: NA = Not Available

* Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include non-white as well as white.

Source: Census of Population, 1970 and Research and Analysis Section, Alaska Department of Labor.

The percentages in this table for Total, White, Black, Other Races, and Spanish Speaking relate to the vertical totals of each column. Minority Group columns contain percentages related to each occupation's employment total (horizontal distribution). For further horizontal detail see Table 1a.

Anchorage

Table 3a. Occupation of Employed Persons by Sex & Minority Status, 1970
(Horizontal Distribution)

	Both Sexes					Females Percentage of Total Employed				
	Total	White	Black	Other Races	Spanish- Speaking	Total	White	Black	Other Races	Spanish- Speaking
Total, All Occupations, Number.....	100.0	93.1	3.1	3.7	2.1	42.2	38.7	1.7	1.9	1.2
Professional, Technical and Related.....	100.0	95.3	2.4	2.3	1.1	40.7	38.4	1.5	0.8	0.7
Engineers**.....	100.0	99.5	0.5	0.0	0.7	**				
Medical and Health Workers.....	100.0	89.2	5.1	4.4	2.6	77.4	69.0	4.3	4.1	2.6
Teachers, Elementary + Secondary Schools.....	100.0	98.6	2.6	0.8	1.1	74.7	68.4	3.3	3.0	2.3
Other Professional Workers.....	100.0	94.8	2.1	2.8	1.1	28.4	27.1	0.8	0.5	0.3
Nonfarm Managers and Administrators.....	100.0	98.0	0.5	1.5	1.5	19.7	18.9	0.4	0.4	0.6
Sales Workers.....	100.0	96.8	1.8	1.3	2.3	47.0	44.8	1.3	1.0	1.1
Retail Stores.....	100.0	96.1	2.2	1.6	2.4	61.3	58.2	1.7	1.4	1.5
Other Sales Workers.....	100.0	96.2	1.3	0.9	2.1	28.1	26.9	0.8	0.4	0.5
Clerical Workers.....	100.0	93.2	2.7	4.0	2.1	82.1	76.8	2.2	3.0	1.8
Secretaries, Stenographers and Typists.....	100.0	92.5	2.4	3.0	1.9	97.0	89.8	2.4	4.8	1.9
Other Clerical Workers.....	100.0	93.8	2.9	3.5	2.1	75.5	71.0	2.2	2.1	1.8
Craftsmen, Foremen and Related.....	100.0	95.1	2.3	2.6	2.3	3.8	3.5	0.0	0.1	0.0
Construction Craftsmen**.....	100.0	63.0	3.0	2.5	1.7	**				
Mechanics and Repairmen**.....	100.0	65.2	1.6	2.7	2.7	**				
Machinist and Other Metal Craftsmen**.....	100.0	92.6	0.0	3.1	0.0	**				
Other Craftsmen**.....	100.0	94.8	2.4	2.6	2.5	**				
Operatives, Except Transport.....	100.0	85.1	4.9	10.0	2.2	31.9	23.5	3.0	5.4	1.0
Durable Goods Manufacturing.....	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Non-durable Goods Manufacturing.....	100.0	72.8	10.0	17.2	14.4	71.6	47.2	7.4	19.0	11.7
Nonmanufacturing.....	100.0	85.7	4.6	9.6	0.9	29.2	22.1	2.8	4.4	0.0
Transport Equipment Operatives.....	100.0	95.8	1.8	2.4	1.5	4.4	8.4	0.0	0.0	0.0
Nonfarm Laborers.....	100.0	89.0	5.8	5.3	1.5	12.2	11.0	0.3	1.0	0.0
Service Workers exc. Private Household.....	100.0	85.2	7.2	7.5	3.5	52.7	49.7	4.5	4.5	3.1
Cleaning and Food Service Workers.....	100.0	81.8	7.4	8.3	4.1	58.5	50.3	4.1	4.1	2.8
Protective Service Workers.....	100.0	94.6	4.4	1.0	0.0	7.0	7.0	0.0	0.0	0.0
Personal, Health + Other Svc. Workers.....	100.0	84.0	7.6	8.0	3.4	74.1	63.9	5.0	5.2	3.5
Private Household Workers.....	100.0	76.6	11.8	11.6	8.4	96.0	72.3	11.9	11.9	8.3
Farm Workers 1/.....	100.0	100.0	0.0	0.0	0.0	42.0	42.0	0.0	0.0	0.0

** Not Available for Women.

1/ Farmers, Farm Managers, Farm Laborers and Foremen.

NOTE: It was brought to our attention that the information in Table 3 would be more useful in the form of a horizontal distribution as presented in this table. If there are any further improvements that can be made to the contents of this publication in terms of data arrangement, please contact the Research & Analysis Section of the Alaska Department of Labor.

Anchorage
Standard Metropolitan Statistical Area
Table 4. Last Occupation of the Experienced Unemployed by Sex and Minority Status

Major Occupational Group	Both Sexes						Female									
	Total	White	Black	Other Races	Spanish-Speaking	Minority Group* Percent of All Races	Total Female as a Percent of total both Sexes				Minority Group* Percent of All of Both Sexes					
							Total	White	Black	Other Races	Spanish-Speaking	Total	White	Black	Other Races	Spanish-Speaking
Total.....	3,450	3,140	87	217	54	358	10.4	1,169	33.9	1,030	45	94	20	59	13.6	44.4
Percent of Total.....	100.0	100.0	100.0	100.0	100.0	100.0	--	100.0	--	100.0	100.0	100.0	100.0	100.0	--	--
Prof., technical, & related.....	11.6	11.9	18.4	4.6	11.1	8.9	8.0	10.9	31.8	11.0	22.2	4.2	0.0	8.8	11.0	43.8
Sales.....	3.9	4.3	0.0	0.0	0.0	0.0	0.0	8.7	75.0	9.9	0.0	0.0	0.0	0.0	0.0	0.0
Clerical.....	12.3	12.3	14.9	10.6	37.0	15.6	13.2	12.8	91.0	34.3	28.9	19.1	100.0	32.1	13.3	91.1
Craftsmen, foremen & related.....	27.9	28.2	33.3	19.8	35.2	25.4	9.5	2.0	2.4	2.2	0.0	0.0	0.0	0.0	0.0	0.0
Operatives.....	15.3	15.6	12.6	12.4	0.0	10.6	7.2	10.8	23.8	9.5	24.4	18.1	0.0	17.6	22.2	73.7
Nonfarm laborers.....	7.8	7.9	13.8	5.1	16.7	8.9	11.8	1.8	7.7	1.5	11.1	0.0	0.0	3.1	23.8	15.6
Service, exc. priv. households.....	18.0	17.2	6.9	35.0	0.0	22.3	13.2	25.1	47.0	24.6	13.3	16.2	0.0	25.1	13.7	48.8
Service, private households.....	1.6	1.2	0.0	7.8	0.0	4.7	3.4	4.8	100.0	3.8	0.0	18.1	0.0	10.7	30.4	100.0
Farm workers.....	0.3	0.1	0.0	2.8	0.0	1.7	60.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Last worked 1959 or earlier 1/.....	1.2	1.2	0.0	1.8	0.0	1.1	9.8	3.2	90.2	3.2	0.0	4.2	0.0	2.5	10.8	100.0

*Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include non-white races as well as white.

Sum of detail may not add to totals because of rounding.

1/ Occupation not available

Source: Census of Population, 1970

Anchorage

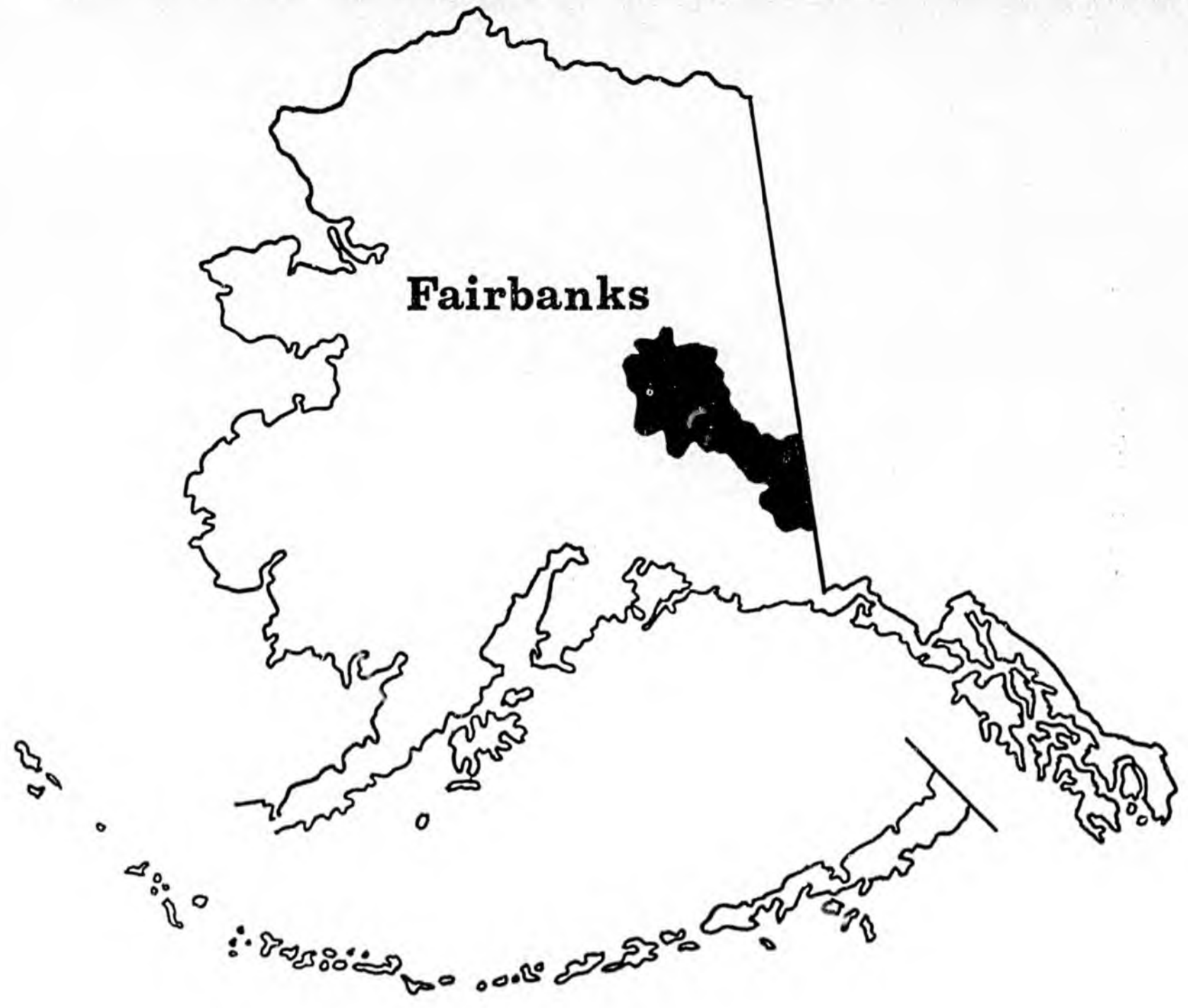
Table 5. Occupation of Job Applicants at Job Service Centers,
by Sex & Minority Status for the Month of March, 1980

Major Occupational Group	Total	Women		Minority Group	
		Number	% of Total	Number	% of Total
Experienced					
Total.....	8615	3973	46.1	1802	20.9
Professional, technical & managerial.....	1433	624	43.5	209	14.6
Clerical & sales.....	2603	2123	81.6	587	22.6
Service.....	1598	968	60.6	490	30.7
Farming, fishery, forestry & related.....	106	22	20.8	27	25.5
Processing.....	107	36	33.6	35	32.7
Machine trades.....	396	20	5.1	67	16.9
Bench work.....	105	47	44.8	21	20.0
Structural work.....	1343	50	3.7	205	15.3
Miscellaneous.....	924	83	9.0	161	17.4
Inexperienced					
Total.....	1063	710	66.8	319	30.0
Professional, technical & managerial.....	65	28	43.1	14	21.5
Clerical & sales.....	395	332	84.1	119	30.1
Service.....	351	270	76.9	123	35.0
Farming, fishery, forestry & related.....	26	9	34.6	6	23.1
Processing.....	8	5	62.5	4	50.0
Machine trades.....	19	1	5.3	7	36.8
Bench work.....	10	8	80.0	4	40.0
Structural work.....	61	8	13.1	12	19.7
Miscellaneous.....	128	49	38.3	30	23.4

NOTE: The figures shown here include an undetermined amount of duplication because many applicants are listed under more than one occupational group.

Source: Research and Analysis Section, Alaska Department of Labor.

Fairbanks



LABOR MARKET INFORMATION FOR AFFIRMATIVE ACTION PROGRAMS

Area Coverage

The Fairbanks Labor Market Area (North Star Borough and the Southeast Fairbanks Census Division).

Statistical Data and Their Significance

These tables are designed to provide labor market information for the Fairbanks Labor Market Area to assist employers in evaluating the utilization of women and minorities in their work forces, and in establishing goals to improve such utilization.

Table 1: Population by Sex and Minority Status - 1970

This table shows total population in the area of which 19.6 percent were uniformed military. While Blacks were the dominant minority group in Fairbanks in 1970, of the total of 2,788, Blacks, 962 were uniformed military. American Indian constituted the next largest group, consisting mainly of Tanana and Nebesna Indians of the Athabascan linguistic group.

Table 2: Employment Status by Sex and Minority Status - 1979

The percentage distribution shows that the Alaska Natives experience unemployment at a much higher rate than whites or the total population. Women as a group enjoy a lower rate of unemployment than both sexes combined with white women having the lowest rate of any category.

Table 3: Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979

The percentage distribution is related to the 1970 Census count and the 1979 estimate of all employed persons. Some changes in the occupational distribution have no doubt taken place since 1970 until the next census figures reflecting changes are unavailable. The data reveal that the minority group is under-represented in professional and managerial occupations and over-represented in service occupations. The same relationship applies to the distribution for women.

Table 4: Occupations of Job Applicants at the Job Service Center by Sex and Minority Status for the Month of March, 1980

The number of active applicants is not directly related to the number of unemployed at any given time. Applications can remain in the active file for up to 90 days. Furthermore, the applicants are often listed under several different occupational groups. They may also include listings for persons who are employed but who are looking for different jobs.

Labor Market Resources

Goals for the utilization of minorities and women should take into consideration all labor market resources, which include the employed, the unemployed, and persons of working age not in the labor force. It is estimated that on a nationwide basis, as many as 60 percent of all the job vacancies are filled by employed workers moving from one job to another. In considering the employed as a resource for achieving affirmative action program goals, an analysis of a company's

own employees — its internal labor market — can assume great significance. For many employers, their own personnel can contribute most importantly toward correcting underutilization of minorities and women in specific job categories, if traditional assignment, transfer, and promotion barriers are discarded and equal training opportunities are made available.

Additionally, those not in the labor force, particularly women, also offer considerable potential for improving their utilization in many job classification. Women's entrance and reentrance into the labor market in response to the availability, at meaningful pay scales, of all kinds of jobs—nontraditional as well as traditional — can be dramatic, as the experience during World War II so conclusively demonstrated.

In considering all available labor market resources for establishing and achieving AAP goals, employers should recognize the fact that job vacancies customarily are filled not only by workers with precisely-required skills but also, and far more frequently, by persons with related skills, or lesser skills, or with no pertinent skills at all who learn as they work, with or without formal on-the-job training.

Services to Employers

The Alaska State Job Service Center offers a variety of services to assist employers in filling job openings with qualified workers. Not only are employers offered the largest labor supply in the state, but Job Service staff screen and select for referral only those workers who meet the employer's needs. Testing and counseling to identify applicants best suited to do the job is also available through Job Service. In addition, employers can obtain labor market information, help in preparing job descriptions, and assistance in developing acceptable job and job training opportunities.

Fairbanks

Table 1. Population by Sex and Minority Status
1970

Minority Status	Number		Percent Distribution		Labor Force Participation Rate	
	Total	Female	Total	Female	Total	Female
1. Total.....	50,043	21,267	100.0	100.0	73.2	45.6
2. White.....	44,351	18,698	88.6	87.9	73.9	45.6
3. Black.....	2,788	1,052	5.6	4.9	81.2	55.5
4. American Indian....	1,499	767	3.0	3.6	NA	NA
5. Eskimo.....	822	478	1.6	2.2	NA	NA
6. Aleut.....	58	23	0.1	0.1	NA	NA
7. Oriental.....	229	132	0.4	0.6	NA	NA
8. Other Races.....	296	117	0.6	0.5	51.2 <u>1/</u>	38.6 <u>1/</u>
9. Spanish-Speaking...	1,573	628	3.1	3.0	72.6	35.2
10. Minority Group*....	5,962	3,197	14.4	14.9	NA	NA

NOTES:

1/ Includes American Indian, Eskimo, Aleut and Oriental.

* Sum of Spanish-speaking and all races except white. Some duplication may result since Spanish-speaking may include non-white races in addition to white.

NA = Not Available

Source: Research and Analysis Section, Alaska Department of Labor and 1970 Census Population

Fairbanks
Table 2. Employment by Sex and Minority Group Status
1979

	Labor Force	Employ- ment	Unemploy- ment	% Distribution			Unemploy- men' Rate
				Labor Force	Employ- ment	Unemploy- ment	
Both Sexes							
Total.....	22446	19687	2759	100.0	100.0	100.0	12.3
1. White.....	20605	18201	2404	91.8	92.5	87.1	11.7
2. Black.....	808	698	110	3.6	3.5	4.0	13.6
3. Other Races.....	1033	788	245	4.6	4.0	8.9	23.7
4. Spanish-Speaking.....	471	408	63	2.1	2.1	2.3	13.4
5. Minority Group*.....	2312	1894	418	10.3	9.6	15.2	18.1
Women							
Total.....	8970	7933	1037	100.0	100.0	100.0	11.6
% Both Sexes.....	40.0	40.3	37.6				
1. White.....	7948	7075	873	88.6	89.5	84.1	11.0
2. Black.....	475	405	70	5.3	5.0	6.8	14.7
3. Other Races.....	547	453	94	6.1	5.5	9.1	17.1
4. Spanish-Speaking.....	188	161	27	2.1	2.0	2.6	14.4
5. Minority Group*.....	1210	1019	191	13.5	12.5	18.5	15.8

*Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include nonwhite races in addition to white.

Source: Research and Analysis Section, Alaska Department of Labor.

Fairbanks

Table 3. Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979.

	Both Sexes						Female					
	Total	White	Black	Other Races	Spanish-Speaking	Minority Group ^a	Total	White	Black	Other Races	Spanish-Speaking	Minority Group ^a
All Occupations - Number 1979	19,687	18,282	684	721	412	1,817	7,935	7,127	394	414	160	968
Number 1970	13,688	12,711	476	501	286	1,261	5,517	4,955	274	288	111	673
Percent 1970	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Prof., technical & related...	20.0	20.7	8.4	13.0	25.2	14.0	17.8	19.0	10.6	4.9	27.0	18.8
Engineers.....	1.5	1.6	0.0	0.0	5.2	1.2	NA	NA	NA	NA	NA	NA
Medical & health workers...	1.3	2.4	0.8	0.0	2.1	0.8	2.0	2.2	1.5	0.0	5.4	1.5
Teachers, elem. & sec. sch.	3.9	4.0	5.3	1.0	1.4	2.7	7.4	7.6	9.1	1.7	3.6	5.0
Other professionals.....	13.3	13.7	2.3	12.0	16.4	9.3	8.4	9.2	0.0	3.1	18.0	4.3
Managers & administrators, Nonfarm.....	10.6	11.0	4.2	6.0	4.2	4.9	5.5	5.8	0.0	5.6	0.0	2.4
Sales.....	5.0	5.1	3.6	4.8	5.2	4.4	7.6	7.7	5.1	8.3	13.5	7.9
Retail stores.....	3.9	3.9	2.7	4.8	1.7	3.1	6.7	6.8	3.6	8.3	4.5	5.8
Other sales workers.....	1.1	1.2	0.8	0.0	3.5	1.1	0.9	0.9	1.5	0.0	9.0	2.1
Clerical.....	20.7	20.9	21.8	14.4	22.0	18.9	41.8	41.7	28.8	22.2	35.1	27.0
Sec., stenos., & typists...	6.4	6.5	6.1	5.8	8.4	6.5	15.5	16.1	10.6	10.1	21.6	12.7
Other clerical workers.....	14.2	14.4	15.8	8.6	13.6	18.3	26.3	27.6	18.2	12.2	13.5	14.8
Craftsmen, foreman & related..	16.8	17.1	14.9	9.6	17.5	13.4	1.6	1.8	0.0	0.0	0.0	0.0
Construction craftsmen.....	5.4	5.6	4.0	1.6	2.4	2.7	NA	NA	NA	NA	NA	NA
Mechanics & repairmen.....	4.0	4.9	4.4	2.8	10.5	5.1	NA	NA	NA	NA	NA	NA
Machinists & other metal craftsmen.....	6.2	0.3	0.0	0.0	0.0	0.0	NA	NA	NA	NA	NA	NA
Other craftsmen.....	6.3	6.3	6.5	5.2	4.3	5.6	NA	NA	NA	NA	NA	NA
Operatives except transport..	5.5	5.2	8.4	11.0	0.0	7.5	3.4	2.4	8.4	17.4	0.0	10.8
Durable goods mfg.....	0.2	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Nondurable mfg.....	0.5	0.4	2.1	1.0	0.0	1.2	0.8	0.6	3.6	1.7	0.0	2.2
Nonmanufacturing.....	4.8	4.6	6.3	10.0	0.0	6.3	2.7	1.8	4.7	15.6	0.0	8.6
Transport equip. operatives..	3.2	3.2	1.5	5.6	3.8	3.6	0.8	0.9	0.0	0.0	0.0	0.0
Laborers, nonfarm.....	3.4	3.4	2.9	5.6	2.8	3.9	0.8	0.7	0.0	2.1	0.0	0.9
Service exc. priv. households.	13.6	12.3	33.4	27.5	17.5	27.5	18.3	15.8	45.7	35.1	12.9	36.8
Cleaning & food service....	8.1	7.7	23.1	17.6	7.0	17.2	11.2	9.4	30.6	24.0	3.6	23.3
Protective service.....	1.7	2.7	1.1	2.0	0.0	1.2	0.2	0.2	0.0	0.0	0.0	0.0
Personal, health & other services.....	3.9	3.5	9.2	8.0	10.5	9.1	6.9	6.2	15.0	11.1	16.2	13.5
Private household workers....	0.9	0.8	0.8	2.6	1.7	1.7	2.1	2.0	1.5	4.5	2.5	3.3
Farm workers.....	0.3	0.3	0.0	0.0	0.0	0.0	0.1	0.2	0.0	0.0	0.0	0.0

Notes: NA = Not Available

^a Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include non-white as well as white.

Source: Census of Population, 1970 and Research and Analysis Section, Alaska Department of Labor

The percentages in this table for Total, White, Black, Other Races, and Spanish Speaking relate to the vertical totals of each column. Minority Group columns contain percentages related to each occupation's employment total (horizontal distribution). For further horizontal detail see Table 3a.

Fairbanks

Table 3a. Occupation of Employed Persons by Sex & Minority Status, 1970
(Horizontal Distribution)

	Both Sexes					Females Percentage of Total Employed				
	Total	White	Black	Other Races	Spanish-Speaking	Total	White	Black	Other Races	Spanish-Speaking
Total, All Occupations, Number.....	100.0	92.9	3.5	3.7	2.1	40.3	36.2	2.0	2.1	0.8
Professional, Technical and Related.....	100.0	96.2	1.5	2.4	2.6	35.8	34.3	1.0	0.5	1.1
Engineers**.....	100.0	100.0	0.0	0.0	7.2	**				
Medical and Health Workers.....	100.0	96.1	2.2	1.7	3.2	61.8	57.9	2.2	1.7	4.5
Teachers, Elementary + Secondary Schools.....	100.0	94.4	4.6	0.9	0.7	76.4	70.3	4.7	0.9	0.7
Other Professional Workers.....	100.0	97.8	0.5	1.6	2.0	25.4	24.9	0.0	0.5	0.1
Nonfarm Managers and Administrators.....	100.0	96.5	1.4	2.1	0.8	20.9	19.8	0.0	1.0	0.0
Sales Workers.....	100.0	94.1	2.5	3.5	2.2	61.3	55.7	2.0	3.5	2.2
Retail Stores.....	100.0	93.1	2.4	4.4	0.9	69.3	62.9	1.9	4.5	0.9
Other Sales Workers.....	100.0	97.0	3.0	0.0	5.0	33.1	30.5	2.6	0.0	6.6
Clerical Workers.....	100.0	93.8	3.7	2.5	2.2	81.4	76.4	2.8	2.3	1.4
Secretaries, Stenographers and Typists.....	100.0	93.4	3.3	3.3	2.7	97.6	91.0	3.3	3.3	2.7
Other Clerical Workers.....	100.0	94.6	3.9	2.2	2.0	74.6	70.0	2.7	2.0	0.8
Craftsmen, Foremen and Related.....	100.0	94.8	3.1	2.1	2.2	0.6	0.6	0.0	0.0	0.0
Construction Craftsmen**.....	100.0	96.3	4.1	1.6	2.4	**				
Mechanics and Repairmen**.....	100.0	94.7	1.5	1.5	3.0	**				
Machinist and Other Metal Craftsmen**.....	100.0	100.0	0.0	0.0	0.0	**				
Other Craftsmen**.....	100.0	93.4	3.6	3.0	1.5	**				
Operatives, Except Transport.....	100.0	87.5	5.3	7.2	0.0	25.0	15.7	3.1	6.2	0.0
Durable Goods Manufacturing.....	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Nondurable Goods Manufacturing.....	100.0	78.9	14.1	7.0	0.0	64.7	42.6	14.7	7.4	0.0
Nonmanufacturing.....	100.0	87.9	4.5	7.5	0.0	22.7	13.9	2.0	6.8	0.0
Transport Equipment Operatives.....	100.0	92.1	1.6	6.3	2.5	10.0	10.0	0.0	0.0	0.0
Nonfarm Laborers.....	100.0	91.1	3.0	5.9	1.7	9.5	8.2	0.0	1.3	0.0
Service Workers exc. Private Household.....	100.0	84.0	8.5	7.4	2.7	55.2	42.1	6.7	5.4	1.2
Cleaning and Food Service Workers.....	100.0	84.6	8.0	6.1	2.4	55.7	41.9	7.6	6.2	0.4
Protective Service Workers.....	100.0	93.4	2.2	4.4	0.0	4.7	4.7	0.0	0.0	0.0
Personal, Health + Other Svc. Workers.....	100.0	65.9	8.1	6.2	2.4	71.3	57.5	8.1	5.8	2.4
Private Household Workers.....	100.0	85.6	3.4	11.0	4.2	94.3	80.5	3.3	10.6	4.1
Farm Workers 1/.....	100.0	100.0	0.0	0.0	0.0	22.2	22.2	0.0	0.0	0.0

** Not Available for Women.

1/ Farmers, Farm Managers, Farm Laborers and Foremen.

NOTE: It was brought to our attention that the information in Table 3 would be more useful in the form of a horizontal distribution as presented in this table. If there are any further improvements that can be made to the contents of this publication in terms of data arrangement, please contact the Research & Analysis Section of the Alaska Department of Labor.

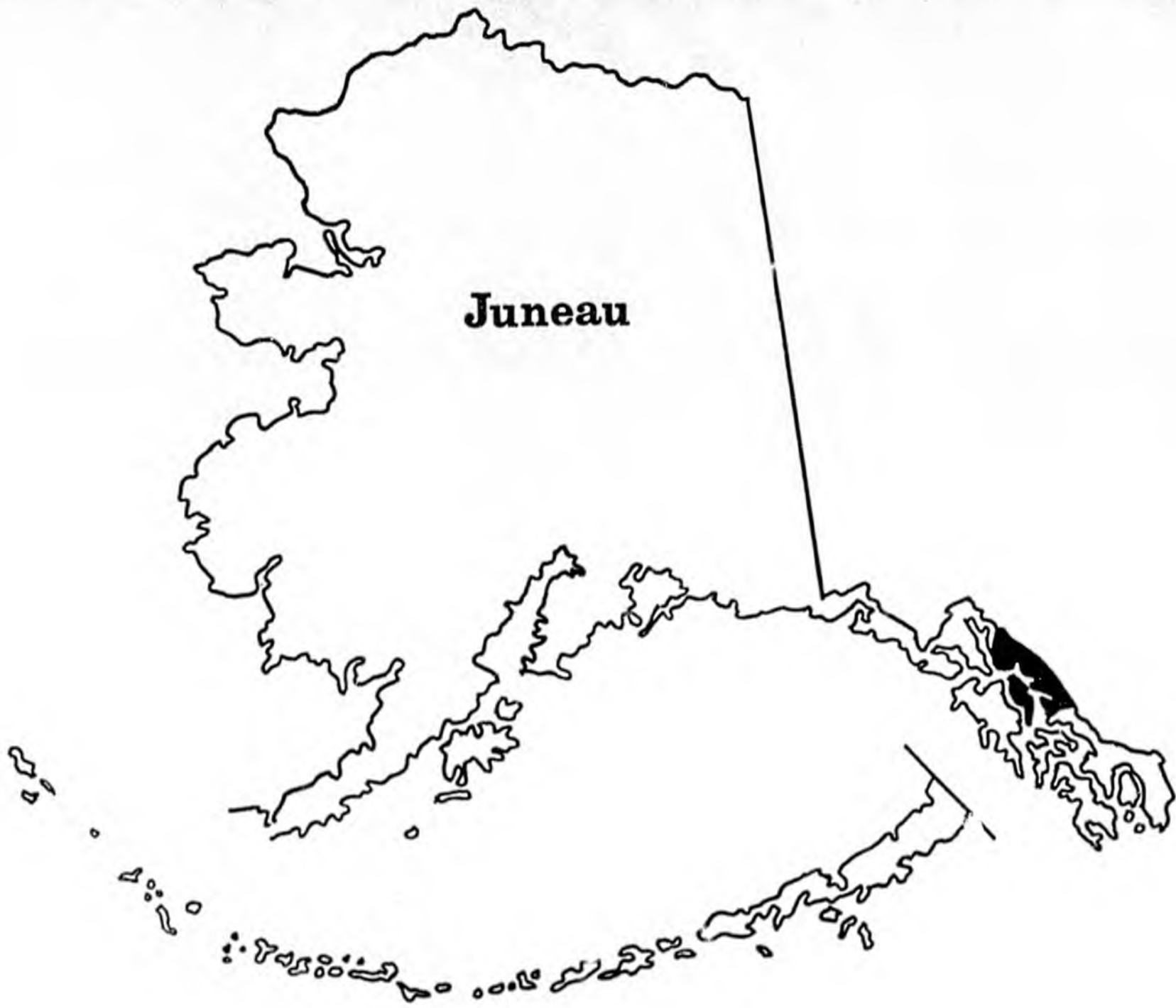
Fairbanks

Table 4. Occupation of Job Applicants at Job Service Centers,
by Sex & Minority Status for the Month of March, 1980

Major Occupational Group	Total	Women		Minority Group	
		Number	% of Total	Number	% of Total
Experienced					
Total.....	2811	1203	42.8	454	16.2
Professional, technical & managerial.....	497	224	45.1	40	8.0
Clerical & sales.....	831	651	78.3	111	13.4
Service.....	454	267	59.8	126	27.8
Farming, fishery, forestry & related.....	24	6	25.0	6	25.0
Processing.....	12	7	58.3	3	25.0
Machine trades.....	136	5	3.7	18	13.2
Bench work.....	25	6	24.0	9	36.0
Structural work..	512	12	2.3	97	18.9
Miscellaneous.....	320	25	7.8	44	13.8
Inexperienced					
Total.....	453	210	46.4	101	22.3
Professional, technical & managerial.....	39	19	48.7	7	17.9
Clerical & sales.....	154	112	72.7	31	20.1
Service.....	83	45	54.2	25	30.1
Farming, fishery, forestry & related.....	33	14	42.4	6	18.2
Processing.....	1	0	0.0	0	0.0
Machine trades.....	26	0	0.0	6	23.1
Bench work.....	1	0	0.0	0	0.0
Structural work.....	49	4	8.2	13	26.5
Miscellaneous.....	67	16	23.9	13	19.4

NOTE: The figures shown here include an undetermined amount of duplication because many applicants are listed under more than one occupational group.

Source: Research and Analysis Section, Alaska Department of Labor.



Juneau

LABOR MARKET INFORMATION FOR AFFIRMATIVE ACTION PROGRAMS

Area Coverage

Juneau Labor Market Area (City and Borough of Juneau).

Statistical Data and Their Significance

These tables are designed to provide labor market information for the Juneau Labor Market Area to assist employers in evaluating the utilization of women and minorities in their work forces, and in establishing goals to improve such utilization.

Table 1: Population by Sex and Minority Status - 1970

This table shows that American Indians constitute the dominant minority in this area. The major Indian group represented here is the Tlingit.

Table 2: Employment Status by Sex and Minority Status - 1979

While the Black population experiences the highest rate of unemployment, this group equals less than one percent of the labor force. The "Other Races" group, which is over eighty percent Alaska Native, is unemployed at more than twice the rate of the labor force as a whole and makes up nearly eleven percent of the labor force. With the capital of Alaska located in Juneau and creating a demand for office workers, women as a whole enjoy a very low rate of unemployment. However, this advantage does not appear to extend to the minority group whose rate of unemployment is nearly four times that of the total female labor force.

Table 3: Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979

The percentage distribution is related to the 1970 Census count and the 1979 estimate of all employed persons. Some changes in the occupational distribution have no doubt taken place since 1970 but until the next census these figures are unavailable. The data show that of the total number of employed persons, nearly 74 percent are in the white-collar category, while an even 50 percent of the minority group are so employed. There is less disparity between all employed women who are white-collared workers (86.5 percent) and minority women who are (73.0 percent).

Table 4: Occupations in Job Applicants at Juneau Job Service Center by Sex and Minority Status for the Month of March, 1980

This is a listing of all the occupations of the applicants at the Juneau Job Service Center as of March 31, 1980. Since most applicants have more than one occupation, this table is inflated over the number of people actually available, but it should be accurate as to the number of people available within any one occupation. These applicants are not necessarily unemployed, but are interested in receiving employment service.

Labor Market Resources

Goals for the utilization of minorities and women should take into consideration all labor market resources, which include the employed, the unemployed, and persons of working age not in the labor force. It is estimated that on a nationwide basis, as many as 60 percent of all the job

vacancies are filled by employed workers moving from one job to another. In considering the employed as a resource for achieving affirmative action program goals, an analysis of a company's own employees – its internal labor market – can assume great significance. For many employers, their own personnel can contribute most importantly toward correcting underutilization of minorities and women in specific job categories, if traditional assignment, transfer, and promotion barriers are discarded and equal training opportunities are made available.

Additionally, those not in the labor force, particularly women, also offer considerable potential for improving their utilization in many job classification. Women's entrance and reentrance into the labor market in response to the availability, at meaningful pay scales, of all kinds of jobs—nontraditional as well as traditional – can be dramatic, as the experience during World War II so conclusively demonstrated.

In considering all available labor market resources for establishing and achieving AAP goals, employers should recognize the fact that job vacancies customarily are filled not only by workers with precisely-required skills but also, and far more frequently, by persons with related skills, or lesser skills, or with no pertinent skills at all who learn as they work, with or without formal on-the-job training.

Services to Employers

The Alaska Job Service Centers offers a variety of services to assist employers in filling job openings with qualified workers. Not only are employers offered the largest labor supply in the state, but the Job Service staff screen and select for referral only those workers who meet the employer's needs. Testing and counseling to identify applicants best suited to do the job is also available through Job Service. In addition, employers can obtain labor market information, help in preparing job descriptions, and assistance in developing acceptable job and job training opportunities.

Juneau

Table 1. Population by Sex and Minority Status
1970

Minority Status	Number		Percent Distribution		Labor Force Participation Rate	
	Total	Female	Total	Female	Total	Female
1. Total.....	13556	6659	100.0	100.0	72.9	62.8
2. White.....	11422	5598	84.3	84.1	74.3	64.2
3. Black.....	106	51	0.8	0.8	62.3	70.6
4. American Indian....	1477	760	10.9	11.4	NA	NA
5. Eskimo.....	110	55	0.8	0.8	NA	NA
6. Aleut.....	70	38	0.5	0.6	NA	NA
7. Oriental.....	313	126	2.3	1.9	NA	NA
8. Other Races.....	58	31	0.4	0.5	<u>1/</u> 63.9	<u>1/</u> 52.9
9. Spanish-Speaking...	194	111	1.4	1.7	70.8	49.2
10. Minority Group*....	2328	1172	17.2	17.6	62.1	53.0

NOTES:

1/ Includes American Indian, Eskimo, Aleut and Oriental.

* Sum of Spanish-speaking and all races except white. Some duplication may result since Spanish-speaking may include non-white races in addition to white.

NA = Not Available

Source: Research and Analysis Section, Alaska Department of Labor and 1970 Census Population

Juneau
Table 2. Employment by Sex and Minority Group Status
1,79

	Labor Force	Employ- ment	Unemploy- ment	% Distribution			Unemploy- ment Rate
				Labor Force	Employ- ment	Unemploy- ment	
Both Sexes							
Total.....	9844	9178	666	100.0	100.0	100.0	6.8
1. White.....	8704	8197	507	88.4	89.5	76.0	5.8
2. Black.....	68	49	19	0.7	0.5	2.9	27.9
3. Other Races.....	1072	932	140	10.9	10.0	21.1	13.1
4. Spanish-Speaking.....	139	132	7	1.4	1.4	1.0	5.0
5. Minority Group*.....	1279	1113	166	13.0	11.9	25.0	13.0
Women							
Total.....	4152	4048	104	100.0	100.0	100.0	2.5
% Both Sexes.....	42.2	44.1	15.6				
1. White.....	3679	3621	58	88.6	89.7	55.5	1.6
2. Black.....	17	17	0	0.4	0.5	0.0	0.0
3. Other Races.....	456	410	46	11.0	9.8	44.5	10.1
4. Spanish-Speaking.....	50	50	0	1.2	1.2	0.0	0.0
5. Minority Group*.....	523	477	46	12.6	11.5	44.5	8.8

*Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include nonwhite races in addition to white.

Source: Research and Analysis Section, Alaska Department of Labor.

Juneau Labor Market Area

Table 3. Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979.

Occupation	Both Sexes						Female					
	Total	White	Black	Other Races	Spanish-Speaking	Minority Groups*	Total	White	Black	Other Races	Spanish Speaking	Minority Groups*
All occupations - Number 1979	9178	8217	46	915	135	1096	4629	3623	19	396	81	466
Number 1970	5930	5309	30	591	87	708	2609	2341	12	256	32	300
Percent 1970	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Prof., technical & related	27.1	29.1	40.0	8.5	20.7	11.3	25.9	27.7	100.0	6.3	15.6	11.0
Engineers	3.3	3.4	0.0	1.7	0.0	1.4	NA	NA	NA	NA	NA	NA
Medical & health workers	1.7	1.9	0.0	0.0	0.0	0.0	2.3	2.6	0.0	0.0	0.0	0.0
Teachers, elem. & sec. sch.	5.9	6.5	20.0	0.0	5.7	1.6	10.8	11.7	50.0	0.0	15.6	11.0
Other professionals	16.2	17.2	20.0	6.8	14.9	8.3	12.8	13.4	50.0	6.3	0.0	7.3
Managers & administrators, nonfarm	14.5	15.5	20.0	3.1	6.9	5.9	5.1	5.4	0.0	2.0	0.0	1.7
Sales	3.7	4.0	0.0	1.5	0.0	1.3	4.6	4.8	0.0	3.5	0.0	3.0
Retail stores	2.4	2.5	0.0	1.5	0.0	1.3	3.5	3.5	0.0	3.5	0.0	3.0
Other sales workers	1.3	1.5	0.0	0.0	0.0	0.0	1.1	1.2	0.0	0.0	0.0	0.0
Clerical	28.6	28.2	23.2	32.0	31.0	31.5	50.9	50.3	0.0	59.0	65.0	57.3
Sec., stenos & typists	10.1	10.1	0.0	11.0	8.0	10.2	22.6	22.4	0.0	25.4	21.0	24.0
Other clerical workers	18.5	18.2	23.3	21.0	23.0	21.3	28.3	27.9	0.0	33.6	43.0	33.0
Craftsmen, foremen & related	7.8	8.2	0.0	4.6	0.0	3.8	0.4	0.4	0.0	0.0	0.0	0.0
Construction craftsmen	2.4	2.7	0.0	0.0	0.0	0.0	NA	NA	NA	NA	NA	NA
Mechanics & repairmen	2.5	2.6	0.0	1.0	0.0	8.3	NA	NA	NA	NA	NA	NA
Machinists & other metal craftsmen	0.3	0.2	0.0	0.0	0.0	0.7	NA	NA	NA	NA	NA	NA
Other craftsmen	2.6	2.6	0.0	2.7	0.0	2.3	NA	NA	NA	NA	NA	NA
Operatives except transport	2.0	1.5	0.0	6.3	0.0	5.2	0.6	0.4	0.0	2.0	0.0	1.7
Durable goods mfg.	0.1	0.0	0.0	1.4	0.0	1.1	0.0	0.0	0.0	0.0	0.0	0.0
Non-durable mfg.	0.3	0.1	0.0	2.0	0.0	1.7	0.0	0.0	0.0	0.0	0.0	0.0
Nonmanufacturing	1.5	1.4	0.0	2.9	0.0	2.4	0.6	0.4	0.0	2.0	0.0	1.7
Transport equip. operatives	1.5	1.1	0.0	4.4	0.0	3.7	0.4	0.4	0.0	0.0	0.0	0.0
Laborers, nonfarm	3.5	2.7	16.7	9.8	8.0	10.3	0.5	0.4	0.0	2.0	0.0	1.7
Services exc. priv. households	9.8	8.2	0.0	24.7	33.3	24.7	8.4	7.3	0.0	10.0	18.7	17.3
Cleaning & food service	6.3	4.6	0.0	21.5	23.0	20.8	6.0	4.9	0.0	16.0	18.7	15.7
Protective service	1.6	1.7	0.0	0.8	0.0	0.7	0.4	0.5	0.0	0.0	0.0	0.0
Personal, health & other services	2.0	1.9	0.0	2.4	10.3	3.2	2.0	2.0	0.0	2.0	0.0	1.7
Private household workers	1.5	1.3	0.0	3.2	0.0	2.7	3.2	2.8	0.0	7.4	0.0	6.3
Farm workers	0.1	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Notes: NA = Not Available

* Sum of Spanish Speaking and all races except white. Some duplication possible since Spanish-Speaking may include non-white as well as white.

The percentages in this table for Total, White, Black, Other Races, and Spanish Speaking relate to the vertical totals of each column. Minority Group columns contain percentages related to each occupation's employment total (horizontal distribution). For further horizontal detail see Table 3a.

Source: Census of Population, 1970 and 1978 Research and Analysis Section, Alaska Department of Labor

Juneau

Table 3a. Occupation of Employed Persons by Sex & Minority Status, 1970
(Horizontal Distribution)

	Both Sexes					Females Percentage of Total Employed				
	Total	White	Black	Other Races	Spanish- Speaking	Total	White	Black	Other Races	Spanish- Speaking
Total, All Occupations, Number.....	100.0	89.5	0.5	10.0	1.5	44.0	39.5	0.2	4.3	0.5
Professional, Technical and Related.....	100.0	96.1	0.7	3.1	1.1	42.1	40.3	0.7	1.0	0.3
Engineers**.....	100.0	94.8	0.0	5.2	0.0	**				
Medical and Health Workers.....	100.0	100.0	0.0	0.0	0.0	59.4	59.4	0.0	0.0	0.0
Teachers, Elementary + Secondary Schools.....	100.0	98.3	1.7	0.0	1.4	80.6	78.9	1.7	0.0	1.4
Other Professional Workers.....	100.0	59.1	20.0	6.8	1.4	34.8	32.5	0.6	1.7	0.0
Nonfarm Managers and Administrators.....	100.0	95.4	0.7	3.5	0.7	15.5	14.9	0.0	0.6	0.0
Sales Workers.....	100.0	95.9	0.0	4.0	0.0	54.8	50.7	0.0	4.1	0.0
Retail Stores.....	100.0	93.7	0.0	6.2	0.0	64.1	57.7	0.0	6.3	0.0
Other Sales Workers.....	100.0	100.0	0.0	0.0	0.0	37.7	37.7	0.0	0.0	0.0
Clerical Workers.....	100.0	88.4	0.4	11.1	1.6	78.3	69.5	0.0	8.9	1.2
Secretaries, Stenographers and Typists.....	100.0	89.1	0.0	10.8	1.2	98.5	87.5	0.0	10.9	1.2
Other Clerical Workers.....	100.0	88.0	0.6	11.3	1.8	67.3	59.4	0.0	7.8	1.3
Craftsmen, Foremen and Related.....	100.0	94.1	0.1	5.9	0.0	2.2	2.2	0.0	0.0	0.0
Construction Craftsmen**.....	100.0	100.0	0.0	0.0	0.0	**				
Mechanics and Airmen**.....	100.0	93.2	0.0	4.1	0.0	**				
Machinist and other Metal Craftsmen**.....	100.0	61.1	0.0	27.8	0.0	**				
Other Craftsmen.....	100.0	89.6	0.0	10.4	0.0	**				
Operatives, Except Transport.....	100.0	68.1	0.0	31.9	0.0	13.4	9.2	0.0	4.2	0.0
Durable Goods Manufacturing.....	100.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0
Nondurable Goods Manufacturing.....	100.0	29.4	0.0	70.6	0.0	0.0	0.0	0.0	0.0	0.0
Nonmanufacturing.....	100.0	81.3	0.0	18.7	0.0	18.0	12.4	0.0	5.6	0.0
Transport Equipment Operatives.....	100.0	70.1	0.0	29.9	0.0	11.2	11.2	0.0	0.0	0.0
Nonfarm Laborers.....	100.0	69.6	2.4	28.0	3.4	6.3	3.8	0.0	2.4	0.0
Service Workers exc. Private Household.....	100.0	74.9	0.0	25.1	0.0	37.7	29.8	0.0	7.9	1.0
Cleaning and Food Service Workers.....	100.0	65.2	0.0	34.0	0.1	42.0	11.0	0.0	11.0	1.6
Protective Service Workers.....	100.0	94.6	0.0	5.4	0.0	1.1	1.1	0.0	0.0	0.0
Personal, Health + Other Svc. Workers.....	100.0	84.9	0.0	11.8	7.5	43.7	39.5	0.0	4.2	0.0
Private Household Workers.....	100.0	78.6	0.0	21.3	0.0	93.3	71.9	0.0	21.3	0.0
Farm Workers 1/.....	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

** Not Available for Women.

1/ Farmers, Farm Managers, Farm Laborers and Foremen.

NOTE: It was brought to our attention that the information in Table 3 would be more useful in the form of a horizontal distribution as presented in this table. If there are any further improvements that can be made to the contents of this publication in terms of data arrangement, please contact the Research & Analysis Section of the Alaska Department of Labor.

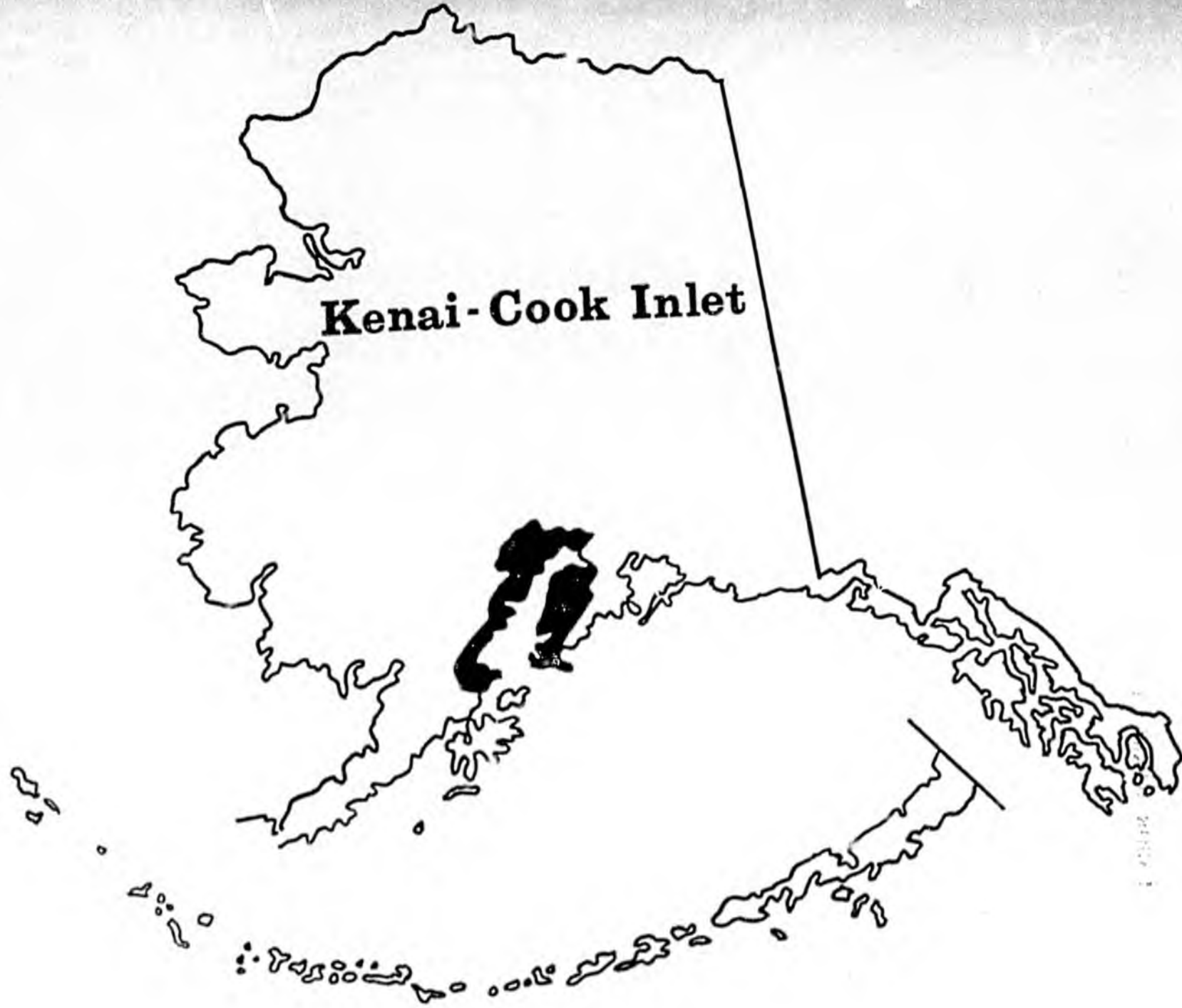
Juneau

Table 4. Occupation of Job Applicants at Job Service Centers,
by Sex & Minority Status for the Month of March, 1980

Major Occupational Group	Total	Women		Minority Group	
		Number	% of Total	Number	% of Total
Experienced					
Total.....	995	416	41.8	283	28.4
Professional, technical & managerial.....	165	79	47.9	21	12.7
Clerical & sales.....	317	237	74.8	97	30.6
Service.....	195	75	38.5	70	35.9
Farming, fishery, forestry & related.....	22	4	18.2	5	22.7
Processing.....	19	12	63.2	16	84.2
Machine trades.....	35	2	5.7	7	20.0
Bench work.....	2	0	0.0	1	50.0
Structural work.....	171	4	2.3	44	25.7
Miscellaneous.....	69	3	4.3	22	31.9
Inexperienced					
Total.....	137	69	50.4	42	30.7
Professional, technical & managerial.....	15	6	40.0	3	20.0
Clerical & sales.....	58	40	69.0	19	32.8
Service.....	39	21	53.8	14	35.9
Farming, fishery, forestry & related.....	5	1	20.0	1	20.0
Processing.....	0	0	0.0	0	0.0
Machine trades.....	6	0	0.0	3	50.0
Bench work.....	0	0	0.0	0	0.0
Structural work.....	11	1	9.1	1	9.1
Miscellaneous.....	3	0	0.0	1	33.3

NOTE: The figures shown here include an undetermined amount of duplication because many applicants are listed under more than one occupational group.

Source: Research and Analysis Section, Alaska Department of Labor.



LABOR MARKET INFORMATION FOR AFFIRMATIVE ACTION PROGRAMS

Area Coverage

Kenai-Cook Inlet Labor Market Area (Kenai-Cook Inlet Census Division).

Statistical Data and Their Significance

These tables are designed to provide labor market information for the Kenai-Cook Inlet Labor Market Area to assist employers in evaluating the utilization of women and minorities in their forces, and in establishing goals to improve such utilization.

Table 1: Population by Sex and Minority Status - 1970

This table shows that American Indians constitute the dominant minority group, mostly Tanaina Indians in this area.

Table 2: Employment Status by Sex and Minority Status - 1979

Except for Blacks who make up less than one percent of the labor force, minority groups experience unemployment at rates nearly sixty to eighty percent higher than whites. Women as a whole have a lower unemployment rate than that of both sexes. However, again excluding Blacks, the other minority women's rates significantly exceed those for minorities of both sexes.

Table 3: Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979

The percentage distribution is related to the 1970 Census count and the 1979 estimate of all employed persons. Some changes in the occupational distribution have no doubt taken place since 1970 but until the next census these figures are unavailable. For both sexes combined, the minority group is underrepresented in white-collar occupations and overrepresented in blue-collar occupations. No attempt will be made to analyze the data as shown for women. It would appear that white women are grossly underrepresented in the category "Managers and administrators, nonfarm." This anomaly is believed to be due to an error in the census data used to construct this table. Data on occupation were collected from a sample of the population and inflated to represent the universe. Where the numbers used are so small, as they are in this case (31 Black women, 36 "Other Race" women), the inflation procedure can yield misleading data.

Table 4: Occupation of Job Applicants at the Kenai-Cook Inlet Job Service Center by Sex and Minority Status for the Month of March, 1980

This is a listing of all the occupations of the applicants at the Kenai-Cook Inlet Job Service Center as of March 31, 1980. Since most applicants have more than one occupation, this table is inflated over the number of people actually available, but it should be accurate as to the number of people available within any one occupation. These applicants are not necessarily unemployed, but are interested in receiving employment service.

Labor Market Resources

Goals for the utilization of minorities and women should take into consideration all labor market resources, which include the employed, the unemployed, and persons of working age not in the

labor force. It is estimated on a nationwide basis, as many as 60 percent of all the job vacancies are filled by employed workers moving from one job to another. In considering the employed as a resource for achieving affirmative action program goals, an analysis of a company's own employees — its internal labor market — can assume great significance. For many employers, their own personnel can contribute most importantly toward correcting underutilization of minorities and women in specific job categories, if traditional assignment, transfer, and promotion barriers are discarded and equal training opportunities are made available.

Additionally, those not in the labor force, particularly women, also offer considerable potential for improving their utilization in many job classifications. Women's entrance and reentrance into the labor market in response to the availability, at meaningful pay scales, of all kinds of jobs — nontraditional as well as traditional — can be dramatic, as the experience during World War II so conclusively demonstrated.

In considering all available labor market resources for establishing and achieving AAP goals, employers should recognize the fact that job vacancies customarily are filled not only by workers with precisely-required skills but also, and far more frequently, by persons with related skills, or lesser skills, or with no pertinent skills at all who learn as they work, with or without formal on-the-job training.

Services to Employers

The Alaska State Job Service Center offers a variety of services to assist employers in filling job openings with qualified workers. Not only are employers offered the largest labor supply in the state, but the Job Service staff screen and select for referral only those workers who meet the employer's needs. Testing and counseling to identify applicants best suited to do the job is also available through Job Service. In addition, employers can obtain labor market information, help in preparing job descriptions, and assistance in developing acceptable job and job training opportunities.

Kenai-Cook Inlet

Table 1. Population by Sex and Minority Status
1970

Minority Status	Number		Percent Distribution		Labor Force Participation Rate	
	Total	Female	Total	Female	Total	Female
1. Total.....	14250	6582	100.0	100.0	56.8	36.4
2. White.....	13047	6028	91.6	91.6	53.8	36.6
3. Black.....	105	40	0.7	0.6	52.7	87.5
4. American Indian....	478	219	3.4	3.3	NA	NA
5. Eskimo.....	103	60	0.7	0.9	NA	NA
6. Aleut.....	382	186	2.7	2.8	NA	NA
7. Oriental.....	101	32	0.7	0.5	NA	NA
8. Other Races.....	34	17	0.2	0.3	<u>1/</u> 46.1	<u>1/</u> 25.2
9. Spanish-Speaking...	129	64	0.9	1.0	36.2	20.7
10. Minority Group*....	1332	618	9.3	9.4	46.0	33.2

NOTES: 1/ Includes American Indian, Eskimo, Aleut and Oriental.

* Sum of Spanish-speaking and all races except white. Some duplication may result since Spanish-speaking may include non-white races in addition to white.

NA = Not Available

Source: Research and Analysis Section, Alaska Department of Labor and 1970 Census Population

Kenai
Table 2. Employment by Sex and Minority Group Status
1979

	Labor Force	Employ- ment	Unemploy- ment	% Distribution			Unemploy- ment Rate
				Labor Force	Employ- ment	Unemploy- ment	
Both Sexes							
Total.....	11302	9985	1317	100.0	100.0	100.0	11.7
1. White.....	10771	9518	1253	95.3	95.3	95.1	11.6
2. Black.....	113	99	14	1.0	1.0	1.1	12.4
3. Other Races.....	418	368	50	3.7	3.7	3.8	12.0
4. Spanish-Speaking.....	45	40	5	0.4	0.4	0.4	11.1
5. Minority Group*.....	575	507	69	5.1	5.1	5.3	12.0
Women							
Total.....	3379	2986	393	100.0	100.0	100.0	11.6
% Both Sexes.....	29.9	29.9	29.9				
1. White.....	3201	2827	374	94.7	94.7	94.8	11.7
2. Black.....	81	74	7	2.4	2.4	2.0	8.6
3. Other Races.....	97	85	12	2.9	2.9	3.2	12.4
4. Spanish-Speaking.....	0	0	0	0.0	0.0	0.0	0.0
5. Minority Group*.....	178	159	19	5.3	5.3	5.2	10.7

*Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include nonwhite races in addition to white.

Source: Research and Analysis Section, Alaska Department of Labor.

Kenai - Cook Inlet Labor Market Area

Table 3. Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979.

	Total		Both Sexes ¹				Total		Female ¹				Minority Group*
	White	Black	White	Black	Other Races	Hispanic-African	Minority Group*	White	Black	Other Races	Spanish-Speaking	Minority Group*	
All Occupations - Number 1979	9,985	9,508	103	374	15	522	2,983	2,825	73	85	0	158	
Number 1970	4,245	4,042	44	159	9	222	1,264	1,201	31	36	0	67	
Percent 1970	100.0	100.0	100.0	100.0	1.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	
Prof., Technical & Related	13.5	14.5	0.0	1.9	0.0	1.4	19.7	20.8	0.0	0.0	0.0	0.0	
Engineer	0.7	0.6	0.0	0.0	0.0	0.0	NA	NA	NA	NA	NA	NA	
Medical & Health Workers	1.0	1.0	0.0	0.0	0.0	0.0	1.3	1.3	0.0	0.0	0.0	0.0	
Teachers Elem. & Sec. Sch.	6.0	6.3	0.0	0.0	0.0	0.0	14.0	14.7	0.0	0.0	0.0	0.0	
Other Professionals	5.8	6.1	0.0	1.9	0.0	1.4	4.5	4.7	0.0	0.0	0.0	0.0	
Managers & Administrators, Nonfarm	13.5	13.3	22.7	15.1	0.0	15.3	9.9	7.7	32.3	66.7	0.0	50.0	
Sales	5.0	5.0	0.0	4.4	0.0	2.2	10.8	10.8	0.0	19.4	0.0	10.4	
Retail Stores	4.1	4.1	0.0	4.4	0.0	3.2	10.5	10.5	0.0	19.4	0.0	10.4	
Other Sales Workers	0.9	0.9	0.0	0.0	0.0	0.0	0.3	0.3	0.0	0.0	0.0	0.0	
Clerical	2.9	2.7	36.4	6.9	0.0	7.1	33.8	36.4	51.6	0.0	0.0	23.9	
Sec., Stenog & Typists	2.7	2.7	11.4	0.0	0.0	2.1	9.1	9.2	16.1	0.0	0.0	7.5	
Other Clerical Workers	9.2	9.4	25.0	0.0	0.0	5.0	24.7	25.1	35.5	0.0	0.0	16.4	
Craftsmen, Foremen & Related	18.1	18.8	0.0	6.9	0.0	3.0	0.9	0.9	0.0	0.0	0.0	0.0	
Construction Craftsmen	4.6	4.5	0.0	6.9	0.0	0.0	NA	NA	NA	NA	NA	NA	
Mechanics & Repairmen	4.7	5.0	0.0	0.0	0.0	0.0	NA	NA	NA	NA	NA	NA	
Machinists & Other Metal Craftsmen	0.8	0.8	0.0	0.0	0.0	0.0	NA	NA	NA	NA	NA	NA	
Other Craftsmen	8.0	8.4	0.0	0.0	0.0	0.0	NA	NA	NA	NA	NA	NA	
Operative ² , Except Transport	14.1	13.5	0.0	32.7	63.2	28.8	6.5	6.5	0.0	13.9	0.0	7.5	
Durable Goods Mfg.	0.4	0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Non-durable Mfg.	4.5	3.7	0.0	23.8	0.0	18.5	4.1	3.9	0.0	13.9	0.0	7.5	
Nonmanufacturing	9.2	9.4	0.0	6.9	63.2	10.4	2.4	2.6	0.0	0.0	0.0	0.0	
Transport Equip. Operatives	5.6	5.7	0.0	6.3	36.8	7.8	1.7	1.8	0.0	0.0	0.0	0.0	
Laborers, Nonfarm	6.3	5.8	0.0	20.8	0.0	14.9	0.3	0.3	0.0	0.0	0.0	0.0	
Services, Exc. Priv. Households	10.8	10.6	30.5	11.9	0.0	17.5	14.2	15.0	0.0	0.0	0.0	0.0	
Cleaning & Food Service	7.4	7.6	9.1	5.7	0.0	6.0	9.2	9.7	0.0	0.0	0.0	0.0	
Protective Service	0.7	0.5	11.4	1.1	0.0	4.3	0.3	0.3	0.0	0.0	0.0	0.0	
Personal, Health & Other Services	2.7	2.7	0.0	3.1	0.0	2.1	4.7	4.9	0.0	0.0	0.0	0.0	
Private Household Workers	0.5	0.4	0.0	0.0	0.0	0.0	1.7	1.7	0.0	0.0	0.0	0.0	
Farm Workers	0.7	0.3	20.5	0.0	0.0	3.9	0.4	0.0	16.1	0.0	0.0	7.5	

Notes: NA = Not Available
¹ Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include non-white as well as white.

Sources: Census of Population, 1970 and Research and Analysis section, Alaska Department of Labor

The percentages in this table for Total, White, Black, Other Races, and Spanish-speaking relate to the vertical totals of each column. Minority Group columns contain percentages related to each occupation's employment total (horizontal distribution). For further horizontal detail see Table 3a.

Kenai-Cook Inlet

Table 3a. Occupation of Employed Persons by Sex & Minority Status, 1970
(Horizontal Distribution)

	Both Sexes					Females Percentage of Total Employed				
	Total	White	Black	Other Races	Spanish- Speaking	Total	White	Black	Other Races	Spanish- Speaking
Total, All Occupations, Number.....	100.0	95.2	1.0	3.8	0.4	29.9	28.3	0.7	0.8	0.0
Professional, Technical and Related.....	100.0	99.5	0.0	0.5	0.0	43.6	43.6	0.0	0.0	0.0
Engineers**.....	100.0	100.0	0.0	0.0	0.0	**	**	0.0	0.0	0.0
Medical and Health Workers.....	100.0	100.0	0.0	0.0	0.0	38.1	38.1	0.0	0.0	0.0
Teachers, Elementary + Secondary Schools.....	100.0	100.0	0.0	0.0	0.0	69.8	69.8	0.0	0.0	0.0
Other Professional Workers.....	100.0	100.0	0.0	0.0	1.2	23.2	23.2	0.0	0.0	0.0
Nonfarm Managers and Administrators.....	100.0	94.0	1.8	4.2	0.0	23.0	16.1	1.7	4.2	0.0
Sales Workers.....	100.0	96.7	0.0	3.3	0.0	64.6	61.3	0.0	3.3	0.0
Retail Stores.....	100.0	96.0	0.0	4.0	0.0	76.4	72.4	0.0	4.0	0.0
Other Sales Workers.....	100.0	100.0	0.0	0.0	0.0	10.5	10.5	0.0	0.0	0.0
Clerical Workers.....	100.0	96.8	1.2	0.0	0.0	85.0	81.8	3.2	0.0	0.0
Secretaries, Stenographers and Typists.....	100.0	95.6	4.4	0.0	0.0	100.0	95.6	4.4	0.0	0.0
Other Clerical Workers.....	100.0	97.2	2.8	0.0	0.0	80.1	77.2	2.8	0.0	0.0
Craftsmen, Foremen and Related.....	100.0	98.6	0.0	1.4	0.0	1.4	1.4	0.0	0.0	0.0
Construction Craftsmen**.....	100.0	94.3	0.0	5.7	0.0	**	**	0.0	0.0	0.0
Mechanics and Repairmen**.....	100.0	100.0	0.0	0.0	0.0	**	**	0.0	0.0	0.0
Machinist and Other Metal Craftsmen**.....	100.0	100.0	0.0	0.0	0.0	**	**	0.0	0.0	0.0
Other Craftsmen**.....	100.0	100.0	0.0	0.0	0.0	**	**	0.0	0.0	0.0
Operatives, Except Transport.....	100.0	91.3	0.0	8.7	2.0	13.7	12.9	0.0	0.8	0.0
Durable Goods Manufacturing.....	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Nondurable Goods Manufacturing.....	100.0	78.5	0.0	21.5	0.0	27.2	24.6	0.0	2.6	0.0
Nonmanufacturing.....	100.0	97.2	0.0	2.8	3.1	7.7	7.7	0.0	0.0	0.0
Transport Equipment Operatives.....	100.0	95.8	0.0	4.2	2.9	9.2	9.2	0.0	0.0	0.0
Nonfarm Laborers.....	100.0	87.6	0.0	12.4	0.0	1.5	1.5	0.0	0.0	0.0
Service Workers exc. Private Household.....	100.0	93.7	2.1	4.2	0.0	39.3	39.3	0.0	0.0	0.0
Cleaning and Food Service Workers.....	100.0	95.8	1.3	2.9	0.0	37.3	37.3	0.0	0.0	0.0
Protective Service Workers.....	100.0	86.7	16.6	16.7	0.0	13.3	13.3	0.0	0.0	0.0
Personal, Health + Other Svc. Worker.....	100.0	95.6	0.0	4.4	0.0	52.2	52.2	0.0	0.0	0.0
Private Household Workers.....	100.0	100.0	0.0	0.0	0.0	100.0	100.0	0.0	0.0	0.0
Farm Workers 1/.....	100.0	69.0	31.0	0.0	0.0	81.3	0.0	81.3	0.0	0.0

** Not Available for Women.

1/ Farmers, Farm Managers, Farm Laborers and Foremen.

NOTE: It was brought to our attention that the information in Table 3 would be more useful in the form of a horizontal distribution as presented in this table. If there are any further improvements that can be made to the contents of this publication in terms of data arrangement, please contact the Research & Analysis Section of the Alaska Department of Labor.

Kenai

Table 4. Occupation of Job Applicants at Job Service Centers,
by Sex & Minority Status for the Month of March, 1980

Major Occupational Group	Total	Women		Minority Group	
		Number	% of Total	Number	% of Total
Experienced					
Total.....	429	207	48.3	23	5.4
Professional, technical & managerial.....	40	24	60.0	3	7.5
Clerical & sales.....	116	105	90.5	0	0.0
Service.....	86	61	70.9	7	8.1
Farming, fishery, forestry & related.....	7	2	28.6	2	28.6
Processing.....	12	7	58.3	1	8.3
Machine trades.....	27	0	0.0	0	0.0
Bench work.....	4	2	50.0	1	25.0
Structural work.....	102	5	4.9	7	6.9
Miscellaneous.....	35	1	2.9	2	5.7
Inexperienced					
Total.....	48	21	43.8	1	2.1
Professional, technical & managerial.....	1	0	0.0	0	0.0
Clerical & sales.....	10	10	100.0	0	0.0
Service.....	8	4	50.0	0	0.0
Farming, fishery, forestry & related.....	3	0	0.0	0	0.0
Processing.....	8	5	62.5	0	0.0
Machine trades.....	9	0	0.0	0	0.0
Bench work.....	0	0	0.0	0	0.0
Structural work.....	6	0	0.0	1	16.7
Miscellaneous.....	3	2	66.7	0	0.0

NOTE: The figures shown here include an undetermined amount of duplication because many applicants are listed under more than one occupational group.

Source: Research and Analysis Section, Alaska Department of Labor.



Ketchikan

LABOR MARKET INFORMATION FOR AFFIRMATIVE ACTION PROGRAMS

Area Coverage

Ketchikan Labor Market Area (Gateway Borough and Outer Ketchikan Census Division).

Statistical Data and Their Significance

These tables are designed to provide labor market information for the Ketchikan Labor Market Area to assist employers in evaluating the utilization of women and minorities in their work forces, and in establishing goals to improve such utilization.

Table 1: Population by Sex and Minority Group – 1970

This table shows that American Indians constitute the dominant minority group in this area. The major Indian groups represented here include the Tlingit, Haida, and Tsimshian.

Table 2: Employment Status by Sex and Minority Status – 1979

The "Other Races" group which is more than eighty-seven percent Alaska Native, has an unemployment rate more than twice as great as the labor force as a whole and more than three times as great as the white labor force. Women experience a higher rate of unemployment than the total for both sexes.

Table 3: Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979

The percentage distribution may be applied to the 1970 Census count and the 1979 estimate of all employed persons. Some changes in the occupational distribution have no doubt taken place since 1970 but until the next census these figures are not available. The data show that the minority group is underrepresented in white-collar occupations and overrepresented in Service Occupations. Women are underrepresented in the managers and administrators group, minority women do not appear in this category at all.

Table 4: Occupations of Job Applicants at Ketchikan Job Service Center by Sex and Minority Status for the Month of March, 1980

This is a listing of all the occupations of the applicants at the Ketchikan Job Service Center as of March 31, 1980. Since most applicants have more than one occupation, this table is inflated over the number of people actually available, but it should be accurate as to the number of people available within any one occupation. These applicants are not necessarily unemployed, but are interested in receiving employment service.

Labor Market Resources

Goals for the utilization of minorities and women should take into consideration all manpower resources, which include the employed, the unemployed, and persons of working age not in the labor force. It is estimated that on a nationwide basis, as many as 60 percent of all the job vacancies are filled by employed workers moving from one job to another. In considering the employed as a resource for achieving affirmative action program goals, an analysis of a company's own employees – its internal labor market – can assume great significance. For many employers, their own personnel can contribute most importantly toward correcting underutilization of

minorities and women in specific job categories, if traditional assignment, transfer, and promotion barriers are discarded and equal training opportunities are made available.

Additionally, those not in the labor force, particularly women, also offer considerable potential for improving their utilization in many job classifications. Women's entrance and reentrance into the labor market in response to the availability, at meaningful pay scales, of all kinds of jobs—nontraditional as well as traditional — can be dramatic, as the experience during World War II is conclusively demonstrated.

In considering all available labor market resources for establishing and achieving AAP goals, employers should recognize the fact that job vacancies customarily are filled not only by workers with precisely-required skills but also, and far more frequently, by persons with related skills, or lesser skills, or with no pertinent skills at all who learn as they work, with or without formal on-the-job training.

Services to Employers

The Alaska State Job Service Center offers a variety of services to assist employers in filling job openings with qualified workers. Not only are employers offered the largest supply in the state, but the Job Service staff screen and select for referral only those workers who meet the employer's needs. Testing and counseling to identify applicants best suited to do the job is also available through Job Service. In addition, employers can obtain labor market information, help in preparing job descriptions, and assistance in developing acceptable job and job training opportunities.

Ketchikan

Table 1. Population by Sex and Minority Status
1970

Minority Status	Number		Percent Distribution		Labor Force Participation Rate	
	Total	Female	Total	Female	Total	Female
1. Total.....	11717	5568	100.0	100.0	60.3	41.9
2. White.....	9284	4392	79.2	78.9	62.5	45.3
3. Black.....	49	19	0.4	0.3	41.9	35.7
4. American Indian....	1999	983	17.1	17.7	NA	NA
5. Eskimo.....	59	24	0.5	0.4	NA	NA
6. Aleut.....	72	37	0.6	0.7	NA	NA
7. Oriental.....	184	77	1.6	1.4	NA	NA
8. Other Races.....	70	36	0.6	0.6	<u>1/</u> 51.2	<u>1/</u> 26.7
9. Spanish-Speaking...	166	74	1.4	1.3	82.8	67.7
10. Minority Group*....	2599	1250	22.2	22.4	53.4	30.5

NOTES: 1/ Includes American Indian, Eskimo, Aleut and Oriental.

* Sum of Spanish-speaking and all races except white. Some duplication may result since Spanish-speaking may include non-white races in addition to white.

NA = Not Available

Source: Research and Analysis Section, Alaska Department of Labor and 1970 Census Population

Ketchikan
Table 2. Employment by Sex and Minority Group Status
1979

	Labor Force	Employ- ment	Unemploy- ment	% Distribution			Unemploy- ment Rate
				Labor Force	Employ- ment	Unemploy- ment	
Both Sexes							
Total.....	7456	6873	583	100.0	100.0	100.0	7.8
1. White.....	6279	5921	358	84.2	87.0	61.4	5.7
2. Black.....	22	22	0	0.3	0.3	0.0	0.0
3. Other Races.....	1155	930	225	15.5	12.7	38.6	19.5
4. Spanish-Speaking.....	157	149	8	2.1	2.2	1.4	5.1
5. Minority Group*.....	1334	1101	233	17.9	15.2	40.0	17.5
Women							
Total.....	2430	2219	211	100.0	100.0	100.0	8.7
% Both Sexes.....	32.6	32.2	36.3				
1. White.....	2144	1996	148	88.2	90.7	70.0	6.9
2. Black.....	7	7	0	0.3	0.4	0.0	0.0
3. Other Races.....	279	216	63	11.5	8.9	30.0	22.6
4. Spanish-Speaking.....	61	53	8	2.5	2.7	3.8	13.1
5. Minority Group*.....	347	276	71	14.3	12.0	33.8	20.5

*Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include nonwhite races in addition to white.

Source: Research and Analysis Section, Alaska Department of Labor.

Ketchikan Labor Market Area

Table 3. Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979.

Occupation	Both Sexes						Female					
	Total	White	Black	Other Races	Spanish-Speaking	Minority Group*	Total	White	Black	Other Races	Spanish-Speaking	Minority Group*
All occupations - Number 1979	6873	5975	23	875	155	1053	2213	2006	9	198	62	269
Number 1970	3957	3440	13	504	89	606	1274	1155	5	114	35	154
Percent 1970	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Prof., technical & related	18.9	20.5	61.5	6.5	37.1	12.2	23.0	24.3	0.0	10.5	42.9	17.5
Engineers	0.8	0.9	0.0	0.0	0.0	0.0	NA	NA	NA	NA	NA	NA
Medical & health workers	2.2	2.5	0.0	0.0	9.0	0.0	3.5	3.8	0.0	0.0	22.9	5.2
Teachers, elem. & sec. sch.	6.3	6.9	0.0	2.4	21.3	5.1	10.8	11.9	0.0	0.0	20.0	4.5
Other professionals	9.6	10.1	61.5	4.2	6.7	5.3	8.7	8.6	0.0	10.5	0.0	7.8
Managers & administrators, nonfarm	11.2	11.7	0.0	7.9	6.7	7.6	4.9	5.4	0.0	0.0	0.0	0.0
Sales	5.6	5.6	0.0	5.2	7.9	5.4	11.8	11.6	0.0	14.0	20.0	14.9
Retail stores	4.1	4.1	0.0	4.2	0.0	3.5	9.6	9.2	0.0	14.0	0.0	10.4
Other salesworkers	1.4	1.5	0.0	1.0	7.9	2.0	2.2	2.4	0.0	0.0	20.0	4.5
Clerical	12.7	13.1	0.0	10.1	14.6	10.6	30.8	30.7	0.0	33.3	37.1	33.1
Sec., stenos & typists	3.4	3.9	0.0	0.0	14.6	2.1	10.5	11.6	0.0	0.0	37.1	8.4
Other clerical workers	9.3	9.2	0.0	10.1	0.0	8.4	20.3	19.1	0.0	33.3	0.0	24.7
Craftsmen, foremen & related	15.5	15.6	0.0	15.5	15.7	15.2	0.8	0.9	0.0	0.0	0.0	0.0
Construction craftsmen	4.7	4.6	0.0	6.0	0.0	5.0	NA	NA	NA	NA	NA	NA
Mechanics & repairmen	3.1	3.3	0.0	1.8	6.7	2.5	NA	NA	NA	NA	NA	NA
Machinists and other metal craftsmen	1.5	1.7	0.0	0.0	9.0	1.3	NA	NA	NA	NA	NA	NA
Other craftsmen	6.2	6.0	0.0	7.7	0.0	6.4	NA	NA	NA	NA	NA	NA
Operatives except transport	9.0	8.3	0.0	13.5	0.0	11.2	2.4	2.7	0.0	0.0	0.0	0.0
Durable goods mfg.	1.1	0.8	0.0	3.4	0.0	2.8	0.0	0.0	0.0	0.0	0.0	0.0
Non-durable mfg.	3.5	3.5	0.0	3.6	0.0	3.0	0.7	0.8	0.0	0.0	0.0	0.0
Nonmanufacturing	4.3	4.0	0.0	6.5	0.0	5.4	1.7	1.9	0.0	0.0	0.0	0.0
Transport equip. operatives	2.0	2.0	0.0	2.2	0.0	1.8	0.4	0.4	0.0	0.0	0.0	0.0
Laborers, nonfarm	10.5	10.3	0.0	12.5	7.9	11.6	1.4	1.6	0.0	0.0	0.0	0.0
Service, exc. priv. households	13.4	11.5	0.0	26.6	10.1	21.6	20.6	18.6	0.0	42.1	0.0	31.2
Cleaning & food service	8.0	7.2	0.0	13.1	10.1	12.4	16.2	14.9	0.0	29.8	0.0	22.1
Protective service	2.6	2.2	0.0	5.8	0.0	4.8	0.6	0.3	0.0	3.5	0.0	2.6
Personal, health & other services	2.8	2.1	0.0	7.7	0.0	6.4	0.6	1.4	0.0	0.8	0.0	6.5
Private household workers	1.2	1.3	10.5	0.0	0.0	0.8	3.8	3.8	100.0	0.0	0.0	3.2
Farm workers	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Notes: NA = Not Available

* Sum of Spanish Speaking and all races except white. Some duplication possible since Spanish-Speaking may include non-white as well as white.

The percentages in this table for Total, White, Black, Other Races, and Spanish Speaking relate to the vertical totals of each column. Minority Group columns contain percentages related to each occupation's employment total (horizontal distribution).

Source: Census of Population, 1970 and 1979 Research and Analysis Section, Alaska Department of Labor

Ketchikan

Table 3a. Occupation of Employed Persons by Sex & Minority Status, 1970
(Horizontal Distribution)

	Both Sexes					Females Percentage of Total Employed				
	Total	White	Black	Other Races	Spanish- Speaking	Total	White	Black	Other Races	Spanish- Speaking
Total, All Occupations, Number.....	100.0	86.9	0.3	12.7	2.2	32.2	29.2	0.1	2.9	0.9
Professional, Technical and Related.....	100.0	94.5	1.1	4.4	4.4	39.2	37.6	0.0	1.6	2.0
Engineers**.....	100.0	100.0	0.0	0.0	0.0	**				
Medical and Health Workers.....	100.0	98.9	0.0	0.0	9.2	51.7	51.7	0.0	0.0	9.2
Teachers, Elementary + Secondary Schools.....	100.0	95.7	0.0	4.8	7.6	55.4	55.4	0.0	0.0	2.8
Other Professional Workers.....	100.0	91.3	2.1	5.5	1.5	29.2	26.1	0.0	3.2	0.0
Nonfarm Managers and Administrators.....	100.0	90.9	0.0	9.0	1.3	14.0	14.0	0.0	0.0	0.0
Sales Workers.....	100.0	88.2	0.0	11.8	3.2	67.6	60.4	0.0	7.2	3.2
Retail Stores.....	100.0	87.1	0.0	12.9	0.0	75.3	65.4	0.0	9.9	0.0
Other Sales Workers.....	100.0	94.5	0.0	9.1	12.7	50.9	50.9	0.0	0.0	12.7
Clerical Workers.....	100.0	89.8	0.0	10.1	2.6	77.9	70.4	0.0	7.6	2.6
Secretaries, Stenographers and Typists.....	100.0	100.0	0.0	0.0	9.6	99.3	99.3	0.0	0.0	9.6
Other Clerical Workers.....	100.0	85.9	0.0	13.9	0.0	70.4	60.1	0.0	10.3	0.0
Craftsmen, Foremen and Related.....	100.0	87.3	0.0	12.7	2.3	1.6	1.6	0.0	0.0	0.0
Construction Craftsmen**.....	100.0	84.9	0.0	16.1	0.0	**				
Mechanics and Repairmen**.....	100.0	92.7	0.0	7.3	4.9	**				
Machinist and Other Metal Craftsmen**.....	100.0	98.3	0.0	0.0	13.6	**				
Other Craftsmen**.....	100.0	84.1	0.0	15.9	0.0	**				
Operatives, Except Transport.....	100.0	80.8	0.0	19.1	0.0	9.6	9.6	0.0	0.0	0.0
Durable Goods Manufacturing.....	100.0	62.2	0.0	37.8	0.0	0.0	0.0	0.0	0.0	0.0
Nondurable Goods Manufacturing.....	100.0	87.1	0.0	12.8	0.0	7.2	7.2	0.0	0.0	0.0
Nonmanufacturing.....	100.0	80.6	0.0	19.4	0.0	14.1	14.1	0.0	0.0	0.0
Transport Equipment Operatives.....	100.0	86.4	0.0	13.6	0.0	6.3	6.3	0.0	0.0	0.0
Nonfarm Laborers.....	100.0	84.9	0.0	15.1	1.7	4.8	4.8	0.0	0.0	0.0
Service Workers exc. Private Household.....	100.0	74.7	0.0	25.3	1.7	44.7	36.6	0.0	8.1	0.0
Cleaning and Food Service Workers.....	100.0	78.2	0.0	20.8	2.8	59.9	49.8	0.0	10.1	0.0
Protective Service Workers.....	100.0	72.1	0.0	27.9	0.0	3.9	1.9	0.0	1.9	0.0
Personal, Health + Other Svc. Workers.....	100.0	64.9	0.0	35.1	0.0	38.7	33.3	0.0	5.4	0.0
Private Household Workers.....	100.0	89.8	10.2	0.0	0.0	100.0	89.8	10.2	0.0	0.0
Farm Workers 1/.....	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

** Not Available for Women.

1/ Farmers, Farm Managers, Farm Laborers and Foremen.

NOTE: It was brought to our attention that the information in Table 3 would be more useful in the form of a horizontal distribution as presented in this table. If there are any further improvements that can be made to the contents of this publication in terms of data arrangement, please contact the Research & Analysis Section of the Alaska Department of Labor.

Ketchikan

Table 4. Occupation of Job Applicants at Job Service Centers,
by Sex & Minority Status for the Month of March, 1980

Major Occupational Group	Total	Women		Minority Group	
		Number	% of Total	Number	% of Total
Experienced					
Total.....	870	324	37.2	208	23.9
Professional, technical & managerial.....	64	36	56.3	13	20.3
Clerical & sales.....	147	132	89.8	43	29.3
Service.....	145	103	71.0	41	28.3
Farming, fishery, forestry & related.....	52	4	7.7	11	21.2
Processing.....	21	15	71.4	11	52.4
Machine trades.....	37	0	0.0	8	21.6
Bench work.....	5	1	20.0	2	40.0
Structural work.....	135	4	3.0	30	22.2
Miscellaneous.....	264	29	11.0	49	18.6
Inexperienced					
Total.....	29	16	55.2	6	20.7
Professional, technical & managerial.....	2	0	0.0	1	50.0
Clerical & sales.....	17	15	88.2	4	23.5
Service.....	4	0	0.0	1	25.0
Farming, fishery, forestry & related.....	0	0	0.0	0	0.0
Processing.....	0	0	0.0	0	0.0
Machine trades.....	0	0	0.0	0	0.0
Bench work.....	0	0	0.0	0	0.0
Structural work.....	0	0	0.0	0	0.0
Miscellaneous.....	6	1	16.7	0	0.0

NOTE: The figures shown here include an undetermined amount of duplication because many applicants are listed under more than one occupational group.

Source: Research and Analysis Section, Alaska Department of Labor.



LABOR MARKET INFORMATION FOR AFFIRMATIVE ACTION PROGRAMS

Area Coverage

Kodiak Labor Market Area (Kodiak Island Borough).

Statistical Data and Their Significance

These tables are designed to provide labor market information for the Kodiak Labor Market Area to assist employers in evaluating the utilization of women and in establishing goals to improve such utilization.

Table 1: Population by Sex and Minority Status – 1970

This table shows that Aleuts constitute the dominant minority group in this area with Orientals making up the second largest minority group.

Table 2: Employment Status by Sex and Minority Status – 1979

The "Other Races" group which is nearly seventy-eight percent Aleut, has an unemployment rate twice that of the white labor force. Women as a whole have a slightly higher rate of unemployment than both sexes combined; white women have a significantly higher unemployment rate than the total white labor force; "Other Races" women, surprisingly, enjoy an unemployment rate that is only slightly more than half that of the total for both sexes.

Table 3: Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979

The percentage distribution is related to the 1970 Census count and the 1979 estimate of all employed persons. Some changes in the occupational distribution have no doubt taken place since 1970 but until the next census figures reflecting changes are unavailable. White-collar occupation (professional, technical and related, managers and administrators, sales and clerical) account for forty-six percent of the total number of employed white persons, while only seventeen percent of minorities are found in this occupational group. Conversely, sixty-five percent of minorities are employed in blue-collar occupations (operatives, nonfarm laborers and service) while forty percent of the total number of employed white persons are found in this occupational group. It appears that minorities are underrepresented in the white-collar occupations and overrepresented in the blue-collar group. Similar relationship can be found between white and minority women.

Table 4: Occupations of Job Applicants at the Kodiak Job Service Center by Sex and Minority Status for the Month of March, 1980.

This is a listing of all the occupations of the applicants at the Kodiak Job Service Center as of March 31, 1980. Since most applicants have more than one occupation, this table is inflated over the number of people actually available, but it should be accurate as to the number of people available within any one occupation. These applicants are not necessarily unemployed, but are interested in receiving employment service.

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In considering all available labor market resources for establishing and achieving AAP goals, employers should recognize the fact that job vacancies customarily are filled not only by workers with precisely-required skills but also, and far more frequently, by persons with related skills, or lesser skills, or with no pertinent skills at all who learn as they work, with or without formal on-the-job training.

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The Alaska State Job Service Center offers a variety of services to assist employers in filling job openings with qualified workers. Not only are employers offered the largest labor supply in the state, but the Job Service staff screen and select for referral only those workers who meet the employer's needs. Testing and counseling to identify applicants best suited to do the job is also available through Job Service. In addition, employers can obtain labor market information, help in preparing job descriptions, and assistance in developing acceptable job and job training opportunities.

Kodiak

Table 1. Population by Sex and Minority Status
1970

Minority Status	Number		Percent Distribution		Labor Force Participation Rate	
	Total	Female	Total	Female	Total	Female
1. Total.....	9409	4044	100.0	100.0	48.7	50.8
2. White.....	7215	3053	76.7	75.5	48.8	52.9
3. Black.....	157	60	1.7	1.5	50.9	85.3
4. American Indian....	106	49	1.1	1.2	NA	NA
5. Eskimo.....	56	27	0.6	0.7	NA	NA
6. Aleut.....	1582	742	16.8	18.3	NA	NA
7. Oriental.....	225	96	2.4	2.4	NA	NA
8. Other Races.....	61	27	0.7	0.7	48.1 <u>1/</u>	41.0 <u>1/</u>
9. Spanish-Speaking...	158	68	1.7	1.7	39.6	16.3
10. Minority Group*....	2352	1069	25.0	26.4	47.7	41.8

NOTES:

1/ Includes American Indian, Eskimo, Aleut and Oriental.

* Sum of Spanish-speaking and all races except white. Some duplication may result since Spanish-speaking may include non-white races in addition to white.

NA = Not Available

Source: Research and Analysis Section, Alaska Department of Labor and 1970 Census Population

Kodiak
Table 2. Employment by Sex and Minority Group Status
1979

	Labor Force	Employ- ment	Unemploy- ment	% Distribution			Unemploy- ment Rate
				Labor Force	Employ- ment	Unemploy- ment	
Both Sexes							
Total.....	4656	4299	357	100.0	100.0	100.0	7.7
1. White.....	3693	3460	233	79.3	80.6	64.8	6.3
2. Black.....	88	84	4	1.9	1.9	1.4	4.1
3. Other Races.....	875	755	120	18.8	17.5	33.8	13.7
4. Spanish-Speaking.....	65	65	0	1.4	1.5	0.0	0.0
5. Minority Group*.....	1028	904	124	22.1	20.9	35.2	12.1
Women							
Total.....	1922	1764	158	100.0	100.0	100.0	8.2
% Both Sexes.....	41.3	41.0	44.4				
1. White.....	1548	1413	135	80.5	80.1	84.6	8.7
2. Black.....	46	41	5	2.4	2.3	3.6	10.9
3. Other Races.....	328	310	18	17.1	17.6	11.8	5.5
4. Spanish-Speaking.....	11	11	0	0.6	0.6	0.0	0.0
5. Minority Group*.....	385	362	23	20.1	20.5	15.4	6.0

*Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include nonwhite races in addition to white.

Source: Research and Analysis Section, Alaska Department of Labor.

Kodiak Labor Market Area

Table 3. Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979.

Occupation	Both Sexes						Female					
	Total	White	Black	Other Races	Spanish-Speaking	Minority Group*	Total	White	Black	Other Races	Spanish-speaking	Minority Group*
All occupations - Number 1979	4299	3463	86	750	65	901	1765	1414	41	310	10	361
Number 1970	2653	2137	53	463	40	556	1089	873	25	191	7	223
Percent 1970	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Prof., technical & related	15.5	18.3	9.4	2.8	0.0	3.2	18.9	21.8	20.0	5.8	0.0	7.2
Engineers	0.6	0.8	0.0	0.0	0.0	0.0	NA	NA	NA	NA	NA	NA
Medical & health workers	1.8	2.2	0.0	0.0	0.0	0.0	3.9	4.9	0.0	0.0	0.0	0.0
Teachers elem. & sec. sch.	6.3	7.1	9.4	2.4	0.0	2.9	10.2	10.9	29.0	5.8	0.0	7.2
Other professionals	6.7	8.2	0.0	0.4	0.0	0.4	4.8	6.0	0.0	0.0	0.0	0.0
Managers & administrators, nonfarm	9.9	10.9	0.0	6.5	0.0	5.4	5.3	5.6	0.0	4.7	0.0	4.0
Sales	3.0	3.7	0.0	0.0	0.0	0.0	5.1	6.3	0.0	0.0	0.0	0.0
Retail stores	2.7	3.3	0.0	0.0	0.0	0.0	4.7	5.8	0.0	0.0	0.0	0.0
Other sales workers	0.3	0.4	0.0	0.0	0.0	0.0	0.4	0.5	0.0	0.0	0.0	0.0
Clerical	12.0	13.1	13.2	6.9	17.5	8.3	23.6	25.0	28.0	16.8	100.0	20.6
Sec., stenos & typists	3.0	3.4	13.2	0.0	17.5	2.5	7.3	8.2	28.0	0.0	100.0	6.3
Other clerical workers	9.0	9.7	0.0	6.9	0.0	5.8	16.3	16.7	0.0	16.8	0.0	14.3
Craftsmen, foremen & related	13.5	13.0	30.2	14.0	0.0	14.6	2.1	1.4	0.0	5.8	0.0	4.9
Construction craftsmen	3.4	3.2	9.4	3.7	0.0	4.0	NA	NA	NA	NA	NA	NA
Mechanics & repairmen	3.8	3.9	0.0	3.9	0.0	3.2	NA	NA	NA	NA	NA	NA
Machinists & other metal craftsmen	0.6	0.5	0.0	1.1	0.0	0.9	NA	NA	NA	NA	NA	NA
Other craftsmen	5.8	5.5	20.8	5.4	0.0	6.5	NA	NA	NA	NA	NA	NA
Operatives, except transport	16.6	12.8	35.8	32.0	25.0	31.3	19.7	14.4	44.0	40.3	0.0	39.5
Durable goods mfg.	0.2	0.3	0.0	0.0	0.0	0.0	0.0	0.7	0.0	0.0	0.0	0.0
Non-durable mfg.	13.4	9.7	35.8	27.9	25.0	28.4	15.5	10.1	44.0	36.6	0.0	36.3
Nonmanufacturing	3.0	2.8	0.0	4.1	0.0	3.4	3.6	3.7	0.0	3.7	0.0	3.1
Transport equip. operatives	2.6	2.6	0.0	1.2	0.0	2.7	0.5	3.6	0.0	0.0	0.0	0.0
Laborers, nonfarm	9.7	8.6	0.0	16.0	15.0	13.3	2.0	7.5	0.0	3.1	0.0	2.7
Service, exc. priv. households	15.9	16.0	11.3	16.0	42.5	17.4	19.6	20.4	8.0	17.3	0.0	15.7
Cleaning & food service	10.4	10.1	7.5	12.1	0.0	10.8	13.5	13.7	0.0	14.1	0.0	12.1
Protective service	1.2	1.5	0.0	0.0	15.0	1.1	0.2	0.2	0.0	0.0	0.0	0.0
Personal, health & other services	4.3	4.4	3.8	3.9	27.5	5.6	5.9	6.4	8.0	3.1	0.0	3.6
Private household workers	1.1	0.8	0.0	2.6	0.0	2.2	2.8	2.1	0.0	6.3	0.0	5.4
Farm workers	0.2	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Notes: NA = Not Available

* Sum of Spanish Speaking and all races except white. Some duplication possible since Spanish-Speaking may include non-white as well as white.

The percentages in this table for Total, White, Black, Other Races, and Spanish-Speaking relate to the vertical totals of each column. Minority Group columns contain percentages related to each occupation's employment total (horizontal distribution). For further horizontal detail see Table 3a.

Source: Census of Population, 1970 and 1978, Research and Analysis Section, Alaska Department of Labor

Kodiak

Table 4. Occupation of Job Applicants at Job Service Centers,
by Sex & Minority Status for the Month of March, 1980

Major Occupational Group	Total	Women		Minority Group	
		Number	% of Total	Number	% of Total
Experienced					
Total.....	419	178	42.5	74	17.7
Professional, technical & managerial.....	29	14	48.3	1	3.4
Clerical & sales.....	77	69	89.6	3	3.9
Service.....	77	51	66.2	7	9.1
Farming, fishery, forestry & related.....	35	6	17.1	9	25.7
Processing.....	82	30	36.6	41	50.0
Machine trades.....	9	1	11.1	4	44.4
Bench work.....	1	0	0.0	0	0.0
Structural work.....	70	4	5.7	4	5.7
Miscellaneous.....	39	3	7.7	5	12.8
Inexperienced					
Total.....	2	5	41.7	1	8.3
Professional, technical & managerial.....	0	0	0.0	0	0.0
Clerical & sales.....	3	3	100.0	0	0.0
Service.....	1	0	0.0	0	0.0
Farming, fishery, forestry & related.....	2	1	50.0	0	0.0
Processing.....	0	0	0.0	0	0.0
Machine trades.....	1	0	0.0	0	0.0
Bench work.....	0	0	0.0	0	0.0
Structural work.....	1	0	0.0	0	0.0
Miscellaneous.....	4	1	25.0	1	25.0

NOTE: The figures shown here include an undetermined amount of duplication because many applicants are listed under more than one occupational group.

Source: Research and Analysis Section, Alaska Department of Labor.

Sitka



LABOR MARKET INFORMATION FOR AFFIRMATIVE ACTION PROGRAMS

Area Coverage

Sitka Labor Market Area (City and Borough of Sitka and the Angoon Census Division).

Statistical Data and Their Significance

These tables are designed to provide labor market information for the Sitka Labor Market Area to assist employers in evaluating the utilization of women and minorities in their work forces, and in establishing goals to improve such utilization.

Table 1: Population by Sex and Minority Status - 1970

This table shows that American Indians constitute the dominant minority, mostly Tlingits in this area.

Table 2: Employment Status by Sex and Minority Status - 1979

Whites (women and both sexes combined) are unemployed at a lower rate than the labor force as a whole. "Other Races" experience unemployment at a rate nearly seventy percent greater than does the white labor force while "Other Races" women are unemployed at a much higher rate than are white women, nearly three times as great.

Table 3: Occupation of Employed Persons by Sex and Minority Status, 1970 and 1979

The percentage distribution is related to the 1970 Census count and the 1979 estimate of all employed persons. Some changes in the occupational distribution have no doubt taken place since 1970 but until the next census these figures are unavailable. The minority group appears to be grossly underrepresented in sales occupations and overrepresented in service occupations. There is a significant disparity between the number of "Other Races" women and the number of white women in the white-collar occupations.

Table 4: Occupation of Job Applicants at the Sitka Job Service Center by Sex and Minority Status for the Month of March, 1980.

This is a listing of all the occupations of the applicants at the Sitka Job Service Center as of March 31, 1980. Since most applicants have more than one occupation, this table is inflated over the number of people actually available, but it should be accurate as to the number of people available within any one occupation. These applicants are not necessarily unemployed, but are interested in receiving employment service.

Labor Market Resources

Goals for the utilization of minorities and women should take into consideration all labor market resources, which include the employed, the unemployed, and persons of working age not in the labor force. It is estimated that on a nationwide basis, as many as 60 percent of all the job vacancies are filled by employed workers moving from one job to another. In considering the employed as a resource for achieving affirmative action program goals, an analysis of a company's own employees - its internal labor market - can assume great significance. For many employers, their own personnel can contribute most importantly toward correcting underutilization of

minorities and women in specific job categories, if traditional assignment, transfer, and promotion barriers are discarded and equal training opportunities are made available.

Additionally, those not in the labor force, particularly women, also offer considerable potential for improving their utilization in many job classifications. Women's entrance and reentrance into the labor market in response to the availability at meaningful pay scales, of all kinds of jobs—nontraditional as well as traditional — can be dramatic, as the experience during World War II so conclusively demonstrated.

In considering all available labor market resources for establishing and achieving AAP goals, employers should recognize the fact that job vacancies customarily are filled not only by workers with precisely-required skills but also, and far more frequently, by persons with related skills, or lesser skills, or with no permanent skills at all who learn as they work, with or without formal on-the-job training.

Services to Employers

The Alaska State Job Service Center offers a variety of services to assist employers in filling job openings with qualified workers. Not only are employers offered the largest labor supply in the state, but the Job Service staff screen and select for referral only those workers who meet the employer's needs. Testing and counseling to identify applicants best suited to do the job is also available through Job Service. In addition, employers can obtain labor market information, help in preparing job descriptions, and assistance in developing acceptable job and job training opportunities.

Sitka

Table 1. Population by Sex and Minority Status
1970

Minority Status	Number		Percent Distribution		Labor Force Participation Rate	
	Total	Female	Total	Female	Total	Female
1. Total.....	6612	3120	100.0	100.0	63.5	53.6
2. White.....	4725	2202	71.5	70.6	63.6	55.1
3. Black.....	36	20	0.5	0.6	57.1	64.7
4. American Indian....	1540	747	23.3	23.9	NA	NA
5. Eskimo.....	85	51	1.3	1.6	NA	NA
6. Aleut.....	99	45	1.5	1.4	NA	NA
7. Oriental.....	105	47	1.6	1.5	NA	NA
8. Other Races.....	22	8	0.3	0.3	1/ 53.4	1/ 48.4
9. Spanish-Speaking...	64	45	1.0	1.4	83.0	76.9
10. Minority Group*....	1951	963	29.5	30.9	54.9	51.0

NOTES:

1/ Includes American Indian, Eskimo, Aleut and Oriental.

* Sum of Spanish-speaking and all races except white. Some duplication may result since Spanish-speaking may include non-white races in addition to white.

NA = Not Available

Source: Research and Analysis Section, Alaska Department of Labor and 1970 Census Population

Sitka
 Table 2. Employment by Sex and Minority Group Status
 1979

	Labor Force	Employ- ment	Unemploy- ment	% Distribution			Unemploy- ment Rate
				Labor Force	Employ- ment	Unemploy- ment	
Both Sexes							
Total.....	4005	3672	333	100.0	100.0	100.0	8.3
1. White.....	3213	2975	238	80.2	81.1	71.3	7.4
2. Black.....	24	24	0	0.6	0.6	0.0	0.0
3. Other Races.....	768	673	95	19.2	18.3	28.7	12.4
4. Spanish-Speaking.....	61	61	0	1.5	1.7	0.0	0.0
5. Minority Group*.....	853	758	95	21.3	20.6	28.7	11.1
Women							
Total.....	1581	1423	158	100.0	100.0	100.0	10.0
% Both Sexes.....	39.5	38.7	47.7				
1. White.....	1228	1137	91	77.6	80.1	57.0	7.4
2. Black.....	15	15	0	1.0	1.1	0.0	0.0
3. Other Races.....	338	271	67	21.4	18.8	43.0	19.8
4. Spanish-Speaking.....	43	43	0	2.7	3.0	0.0	0.0
5. Minority Group*.....	396	329	67	25.1	22.9	43.0	16.9

*Sum of Spanish-speaking and all races except white. Some duplication possible since Spanish-speaking may include nonwhite races in addition to white.

Source. Research and Analysis Section, Alaska Department of Labor.

Sitka Labor Market Area

Table 3. Occupations of Employed Persons by Sex and Minority Status, 1970 and 1979.

Occupation	Both Sexes						Female					
	Total	White	Black	Other Races	Spanish-Speaking	Minority Group*	Total	White	Black	Other Races	Spanish-Speaking	Minority Group*
All occupations - Number 1979	3672	2979	23	670	63	756	1424	1141	16	267	44	327
Number 1970	2574	2088	16	470	44	530	998	800	11	187	30	228
Percent 1970	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Prof., technical & related	18.7	19.0	0.0	18.1	6.8	16.6	22.6	24.6	0.0	15.5	10.0	14.0
Engineers	1.2	1.1	0.0	1.5	0.0	1.3	NA	NA	NA	NA	NA	NA
Medical & health	3.8	4.1	0.0	2.3	6.8	2.1	8.6	9.4	0.0	5.9	10.0	6.1
Teachers, elem., & sec. sch.	5.9	6.5	0.0	3.2	0.0	2.8	6.0	6.9	0.0	2.7	0.0	2.2
Other professionals	7.9	7.2	0.0	11.1	0.0	9.8	8.0	8.4	0.0	7.0	0.0	5.7
Managers & administrators, nonfarm	8.0	8.5	0.0	6.4	15.9	7.0	6.8	6.5	0.0	8.6	23.3	10.1
Sales	5.4	6.2	0.0	1.9	0.0	1.7	8.2	9.1	0.0	4.8	0.0	3.9
Retail stores	4.6	5.3	0.0	1.5	0.0	1.7	7.2	7.9	0.0	4.8	0.0	3.9
Other sales workers	0.7	0.9	0.0	0.0	0.0	0.0	1.0	1.2	0.0	0.0	0.0	0.0
Clerical	13.6	13.9	0.0	12.8	25.0	13.4	29.2	30.5	0.0	25.1	36.7	25.4
Sec., stenos & typists	3.2	3.5	0.0	2.1	11.4	2.3	8.3	9.1	0.0	5.3	16.7	6.6
Other clerical workers	10.4	10.4	0.0	10.6	13.6	10.6	20.8	21.4	0.0	19.8	20.0	18.9
Craftsmen, foremen & related	17.3	18.4	31.3	11.9	15.9	12.0	0.5	0.6	0.0	0.0	0.0	0.0
Construction craftsmen	5.4	4.9	0.0	7.9	15.9	8.3	NA	NA	NA	NA	NA	NA
Mechanics & repairmen	4.0	4.7	0.0	1.1	0.0	0.9	NA	NA	NA	NA	NA	NA
Machinists & other metal craftsmen	0.9	1.1	0.0	0.0	0.0	0.0	NA	NA	NA	NA	NA	NA
Other craftsmen	7.0	7.7	31.3	3.0	0.0	3.6	NA	NA	NA	NA	NA	NA
Operatives, except transport	6.7	7.2	0.0	4.9	0.0	4.3	1.6	1.6	0.0	1.6	0.0	1.3
Durable goods mfg.	0.2	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Non-durable mfg.	5.2	5.3	0.0	4.9	0.0	4.3	0.3	0.0	0.0	1.6	0.0	0.0
Nonmanufacturing	1.4	1.7	0.0	0.0	0.0	0.0	1.3	2.5	0.0	0.0	0.0	1.3
Transport equip. operatives	1.9	1.7	0.0	2.6	0.0	2.3	0.0	0.0	0.0	0.0	0.0	0.0
Laborers, nonfarm	8.6	8.9	0.0	7.9	0.0	7.0	0.0	0.0	0.0	0.0	0.0	0.0
Service, exc. priv. households	16.9	14.2	68.8	27.2	36.4	29.2	23.8	21.7	100.0	28.3	30.0	32.0
Cleaning & food service	9.5	7.1	37.5	19.4	15.9	19.6	11.8	11.7	54.5	11.8	0.0	12.3
Protection services	1.6	1.8	0.0	0.9	0.0	0.8	0.0	0.0	0.0	0.0	0.0	0.0
Personal, health & other services	5.8	5.4	31.3	7.0	20.5	8.9	12.0	10.5	45.5	16.6	30.0	19.7
Private household workers	2.8	2.0	0.0	6.4	0.0	5.7	7.2	5.2	0.0	16.0	0.0	13.2
Farm workers	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Notes: NA = Not Available

* Sum of Spanish Speaking and all races except white. Some duplication possible since Spanish-Speaking may include non-white as well as white.

The percentages in this table for Total, White, Black, Other and Spanish-Speaking relate to the vertical totals of each column. Minority Group columns contain percentages relative to the horizontal totals of each occupation's employment total (horizontal distribution). For further horizontal detail see Table 3a.

and Spanish-Speaking relate to the vertical totals of each occupation's employment total (horizontal distribution).

Source: Census of Population, 1970 and 1978 Research and Analysis Section, Alaska Department of Labor

Sitka

Table 1a. Occupation of Employed Persons by Sex & Minority Status, 1970
(Horizontal Distribution)

	Both Sexes					Females Percentage of Total Employed				
	Total	White	Black	Other Races	Spanish- Speaking	Total	White	Black	Other Races	Spanish- Speaking
Total, All Occupations, Number.....	100.0	81.1	0.6	18.3	1.7	38.8	31.1	0.4	7.3	1.2
Professional, Technical and Related.....	100.0	82.4	0.0	17.6	0.6	47.0	41.0	0.0	6.0	0.6
Engineers**.....	100.0	76.7	0.0	23.3	0.0	**				
Medical and Health Workers.....	100.0	88.7	0.0	11.3	3.1	87.8	76.5	0.0	11.2	3.1
Teachers, Elementary + Secondary Schools.....	100.0	90.1	0.0	9.9	0.0	39.5	36.2	0.0	3.3	0.0
Other Professional Workers.....	100.0	74.3	0.0	25.7	0.0	39.4	33.0	0.0	6.4	0.0
Nonfarm Managers and Administrators.....	100.0	85.5	0.0	14.5	3.4	33.0	25.2	0.0	7.8	3.4
Sales Workers.....	100.0	93.5	0.0	6.5	0.0	59.0	52.5	0.0	6.5	0.0
Retail Stores.....	100.0	92.4	0.0	7.6	0.0	61.0	53.4	0.0	7.6	0.0
Other Sales Workers.....	100.0	100.0	0.0	0.0	0.0	55.6	55.6	0.0	0.0	0.0
Clerical Workers.....	100.0	82.9	0.0	17.1	3.1	83.1	69.7	0.0	13.4	3.1
Secretaries, Stenographers and Typists.....	100.0	88.0	0.0	12.0	6.0	100.0	88.0	0.0	12.0	6.0
Other Clerical Workers.....	100.0	81.3	0.0	18.7	2.2	77.6	63.8	0.0	13.8	2.2
Craftsmen, Foremen and Related.....	100.0	86.3	1.1	12.6	1.6	1.1	1.1	0.0	0.0	0.0
Construction Craftsmen**.....	100.0	73.4	0.0	26.6	5.0	**				
Mechanics and Repairmen**.....	100.0	95.1	0.0	4.9	0.0	**				
Machinist and Other Metal Craftsmen**.....	100.0	100.0	0.0	0.0	0.0	**				
Other Craftsmen**.....	100.0	89.4	2.8	7.8	0.0	**				
Operatives, Except Transport.....	100.0	86.7	0.0	13.3	0.0	9.3	7.6	0.0	1.7	0.0
Durable Goods Manufacturing.....	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Nondurable Goods Manufacturing.....	100.0	82.8	0.0	17.2	0.0	2.2	0.0	0.0	2.0	0.0
Nonmanufacturing.....	100.0	100.0	0.0	0.0	0.0	36.1	36.1	0.0	0.0	0.0
Transport Equipment Operatives.....	100.0	74.5	0.0	25.5	0.0	0.0	0.0	0.0	0.0	0.0
Nonfarm Laborers.....	100.0	83.4	0.0	16.6	0.0	0.0	0.0	0.0	0.0	0.0
Service Workers exc. Private Household.....	100.0	68.1	2.5	29.4	3.7	54.7	40.0	2.5	12.2	0.7
Cleaning and Food Service Workers.....	100.0	60.4	2.4	37.2	2.8	48.2	36.7	2.4	9.0	0.0
Protective Service Workers.....	100.0	90.2	0.0	9.8	0.0	0.0	0.0	0.0	0.0	0.0
Personal, Health + Other Svs. Workers.....	100.0	74.8	3.3	21.9	6.0	80.5	56.4	3.4	20.8	2.0
Private Household Workers.....	100.0	58.3	0.0	41.7	0.0	100.0	58.3	0.0	41.7	0.0
Farm Workers 1/.....	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

** Not Available for Women.

1/ Farmers, Farm Managers, Farm Laborers and Foremen.

NOTE: It was brought to our attention that the information in Table 3 would be more useful in the form of a horizontal distribution as presented in this table. If there are any further improvements that can be made to the contents of this publication in terms of data arrangement, please contact the Research & Analysis Section of the Alaska Department of Labor.

Sitka

Table 4. Occupation of Job Applicants at Job Service Centers,
by Sex & Minority Status for the Month of March, 1980

Major Occupational Group	Total	Women		Minority Group	
		Number	% of Total	Number	% of Total
Experienced					
Total.....	336	136	40.5	87	25.9
Professional, technical & managerial.....	31	16	51.6	3	9.7
Clerical & sales.....	68	64	94.1	15	22.1
Service.....	67	40	59.7	27	40.3
Farming, fishery, forestry & related.....	32	7	21.9	8	25.0
Processing.....	10	3	30.0	4	40.0
Machine trades.....	9	1	11.1	2	22.2
Bench work.....	2	0	0.0	1	50.0
Structural work.....	64	2	3.1	15	23.4
Miscellaneous.....	53	3	5.7	12	22.6
Inexperienced					
Total.....	88	50	56.8	34	38.6
Professional, technical & managerial.....	4	0	0.0	0	0.0
Clerical & sales.....	32	28	87.5	12	37.5
Service.....	19	15	78.9	8	42.1
Farming, fishery, forestry & related.....	11	5	45.5	4	36.4
Processing.....	2	1	50.0	1	50.0
Machine trades.....	3	0	0.0	2	66.7
Bench work.....	0	0	0.0	0	0.0
Structural work.....	13	1	7.7	4	30.8
Miscellaneous.....	4	0	0.0	3	75.0

NOTE: The figures shown here include an undetermined amount of duplication because many applicants are listed under more than one occupational group.

Source: Research and Analysis Section, Alaska Department of Labor.

ALASKA
DEPARTMENT OF LABOR
RESEARCH BUREAU
P. O. BOX 1149
SOMEA, ALASKA 99831

OFFICE USE ONLY

For your File

STATE OF ALASKA
THE LEGISLATURE

POUCH Y. STATE CAPITOL
JUNEAU, ALASKA 99811
907-465-3800


LEGISLATIVE AFFAIRS AGENCY

MEMORANDUM

May 21, 1981

SUBJECT: Equal employment opportunity in the
executive branch of state government
(Work Order Number 12-1781)

TO: Senator Richard I. Eliason

FROM:  Linn H. Asper
Legislative Counsel

You have requested a sectional analysis of CSSB **248**. This bill attempts to insure equal employment opportunity in the executive branch of state government by establishing a division of equal employment opportunity in the Department of Administration.

Sec. 1. Indicates that there is a continuing need to assist persons to obtain employment in the executive branch of the state government if they are members of groups which are discriminated against in employment. Finds that an aggressive affirmative action program is required to provide equal employment opportunities in the executive branch. Describes the groups of people who require assistance, including several groups not usually included in anti-discrimination legislation, such as persons discriminated against because of their marital status, change in marital status, pregnancy, parenthood or other reasons not related to merit.

Sec. 2. Amends AS 44.21.020 to expand the duties of the Department of Administration to include administration of the equal employment opportunity effort described in the Act.

Sec. 3. Adds a new chapter to Title 39 dealing with equal employment opportunity. Creates the division of equal employment opportunity in the Department of Administration. States the duties of the director of the new division in administering an equal employment opportunity program in the

Senator Richard I. Eliason
Page 2
May 21, 1981

executive branch. Requires preparation of an annual affirmative action plan and an annual report by the director to establish goals for equal employment opportunity and evaluate the success of efforts to achieve equal employment opportunity in the executive branch. The plan and report are to be presented to the commissioner of administration, the governor, and the legislature.

Sec. 4. Places an affirmative duty on the principal executive officers of departments in the executive branch to become involved in the equal employment opportunity program and to prepare affirmative action plans for the departments they are in charge of. They must also employ an equal employment opportunity officer in their departments.

LHA:ljb

STATE OF ALASKA

DEPARTMENT OF ADMINISTRATION

OFFICE OF THE COMMISSIONER

JAY S. HAMMOND, GOVERNOR

POUCH C

JUNEAU, ALASKA 99811

465-2200

March 24, 1981

Honorable Vic Fischer
Senate State Affairs Committee
Pouch V
Juneau, Alaska 99811

Dear Senator Fischer:

The Department of Administration is, for several reasons, unable to support Senate Bill No. 248 requiring legal enforcement of affirmative action plans and programs within the Executive Branch by the Division of Equal Employment Opportunity (EEO).

The Office of Equal Employment Opportunity was established by Governor Egan in 1972 to: advise and provide guidance to the Executive Branch in matters pertaining to discrimination in employment and affirmative action; to assist agencies of the Executive Branch to implement plans and programs which identify systems or practices with exclusionary impact on minorities and women or which perpetrate effects of previous discrimination; to take voluntary affirmative actions in relation to identified problems; and by so doing, assure compliance in order to alleviate as much as possible the legal remedies required in conciliation on agreements or by the courts when discrimination is found.

First, Senate Bill No. 248 would, in our opinion, create an antagonistic atmosphere between the Division of Equal Employment Opportunity and the agencies they advise by placing the Division in an adversarial role and thereby severely limiting efforts of the Executive Branch to voluntarily eliminate discriminatory practices and systems which may exist.

Second, there is, as you are aware, already an independent agency of the State which has statutory responsibility for pursuing enforcement actions against the Executive Branch (i.e., the Alaska State Commission for Human Rights). The Commission is also responsible for pursuing enforcement actions against all employers in the State, both public and private.

Third, while Senate Bill No. 248 addresses EEO responsibilities in the Executive Branch, it wholly ignores those same responsibilities in the Judicial and legislative branches over which we have no control.

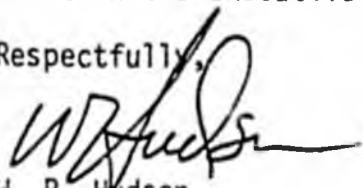
Honorable Vic Fischer
Senate State Affairs Committee
Page 2

March 24, 1981

Fourth, Senate Bill No. 248 will not allow the flexibility necessary to management in the rapidly changing field of Equal Employment Opportunity because it places into law functions of the Division which would then require a lengthy process to change or modify.

Although we are totally committed to affirmative action and equal employment opportunity, we believe that there are sufficient complaint and enforcement avenues (e.g., Human Rights Commission, Ombudsman, U. S. Equal Employment Opportunity Commission, U. S. Office of Federal Contract Compliance, U. S. Office of Revenue Sharing and employee labor organizations) available. We would prefer to direct the efforts of the Division of Equal Employment Opportunity to those preventative measures which will minimize any need for enforcement actions within the Executive Branch.

Respectfully,



W. R. Hudson
Commissioner

WRH/mjc

CC: Honorable Frank Ferguson
Keith Specking
Judy Crondahl
Aaron Isaacs

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AS A UNIT IN THE ORIGINAL DOCUMENT

PETER C. ROBERTSON
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ARLINGTON, VA 22207
(703) KEG-9287

TO: Niel Thomas
Executive Director
Human Rights Commission

DATE: March 19, 1981

FILE NO:

TELEPHONE NO:

FROM: Peter C. Robertson

SUBJECT: Program of Affirmative
Action in Alaska State
Government Employment

INTRODUCTORY:

At your request, and pursuant to contract number ASCHR-PS-21, I attended a meeting of the Alaskan State Commission for Human Rights in Anchorage, Alaska on Friday, January 16, 1981 together with members of the agency Senior Staff, Attorney General Wilson Condon, and Assistant Attorney General Carolyn Jones. Among the issues discussed was the nature and extent of potential employment discrimination in Alaska State government and the appropriate role of the Human Rights Commission in working with other government agencies and officials to deal with that discrimination.

As I perceived it, the goal of all those present was to find a responsible way to identify potential systemic discrimination in State government employment and to develop a program for the elimination of such potential discrimination voluntarily rather than through an enforcement mechanism involving either the action of the Alaskan Human Rights Commission under State law or potential law suits by private parties and/or the Federal government. At the conclusion of the meeting you asked that I prepare a memo outlining my thoughts on the discussion and possible ideas for a program to implement these goals. The material outlined below responds to that request. It should not be read as a rigid specific action plan but rather as a list of my thoughts concerning the potential elements that might be in such a plan together with some background material that leads me to those thoughts.

Before presenting my outline there is one overriding thought I wish to express. I was consistently impressed throughout my entire visit with the ability and high-level of commitment of all of the Alaska State officials with whom I had the pleasure and opportunity to meet. The State is particularly fortunate in having a group of Commissioners such as those who serve on the State Commission for Human Rights. Those Commissioners are, in turn, fortunate in having a highly skilled and dedicated staff including yourself, your attorney, and the group of managers with whom I met.

Without in any way detracting from these statements I would particularly single out Attorney General Condon, and Assistant Attorney General Jones who serves both him and your Commission. The office of Attorney General in the 50 states is confronted with an extremely delicate law enforcement/ political/managerial problem. As the chief law enforcement official for the State the Attorney General has an obligation to see that the laws are effectively administered and enforced. Your State Human Rights Law specifically assigns to him the responsibility that he assist your agency in enforcing the laws prohibiting discrimination. At the same time, as counsel for State agencies in their capacity as employers he has an obligation to defend them if and when they are the subject of legal proceedings. This extremely difficult role which requires a major effort to balance apparently conflicting obligations is one that many Attorneys General don't even understand much less handle in a responsible fashion. I was extremely impressed with the extent to which your Attorney General not only understood the sensitivity of his dual role but also was prepared to deal with it by providing State government agencies in their capacity as employers with responsible advice on the nature of the obligations they confront in complying with anti-discrimination law, yet at the same time standing ready to defend them should an adversary proceeding arise. I consider his understanding of the problem and his willingness to devote both his own personal energies and the resources of his Assistant Attorney General to its solution to be one of the most significant assets which the State of Alaska has at this time.

I. BACKGROUND OF THE PROBLEM:

The background of this issue involves the evolving legal definition of employment discrimination, the failure of most employers to understand the definition, and the unique problems which are confronted in achieving voluntary compliance within the context of the State government:

A. Nature of Discrimination:

When Title VII of the Civil Rights Act of 1964 was first passed, employment discrimination was perceived by most human beings and by the legal system pretty much as it was then defined in the average dictionary. Discrimination was a synonym for bias, bigotry or prejudice. Discrimination involved deliberate or intentional acts subjectively motivated by an evil state of mind against Blacks, Natives, Indians, Chicanos, or women. The Federal administrative agency assigned to enforce the law (EEOC) quickly understood that the underlying statistical problems which had led to the passage of anti-discrimination

legislation (the gap in the unemployment rate, the gap in occupational distribution, and the gap in wage rates between minorities and women and their counterparts) would simply not yield to a law enforcement strategy that focused only on identifying and eliminating bias. Based upon a careful analysis of the legislative history, EEOC rapidly developed a "systemic" definition of discrimination which looked initially at those elements in the employers' practices which had an adverse impact on minorities and women (contributing to the statistics outlined above) and then shifted the burden of proof to the employer to justify the business necessity of those practices. In short, systemic discrimination was said to exist if an employment practice had an adverse impact and could not be justified by business necessity. The business necessity justification focuses on two elements:

- does the practice with the adverse impact contribute to the safe and efficient operation of the business, and
- does the employer have a responsible alternative practice that would equally well achieve the business purpose advanced with a lesser adverse racial, sex or national origin impact?

In this context remedies sought by EEOC and enforced by the courts rapidly shifted from isolated actions designed to "make whole" individual victims of bias. In addition the courts identified systems with an adverse impact that could not be justified and required employers to eliminate them and substitute new systems that would both eliminate adverse impact and serve the employers' legitimate business (or "operational") needs.

B. Employer Perception of this Change:

One of the most serious problems that confronted agencies in obtaining voluntary compliance with anti-discrimination law was the fact that most employers failed to perceive the nature of the change in the legal standard. This phenomenon was pointed out by committees in both Houses of Congress in 1972 when they reviewed the 1964 voluntary conciliation mechanism which had originally been established for Title VII. Both Houses of Congress advanced the hypothesis that the voluntary conciliation mechanism had failed primarily because the average employer lacked the "technical perception" to recognize that

its system was discriminatory. This led to a fundamental disagreement with the government officials attempting to achieve voluntary compliance and the resulting impact led Congress to give EEOC enforcement power, in a sense, to provide some muscle which would encourage the employers to begin thinking systemically.

C. Status of Voluntary Remedies Under Federal Law:

The evolution of federal law provides a broad and strong platform for responsible voluntary affirmative action including action of a race- sex- or national origin-conscious nature. That evolution has the following elements:

1.) Definition of Discrimination:

In the case of Griggs v. Duke Power the Supreme Court adopted the view that an employment practice which "operates to exclude" minorities and women¹ is illegal unless it could be demonstrated to meet the business necessity standard.

2.) Alternate Practices and Remedies:

In Moody v. Albamarle Paper Company the Supreme Court held that the business necessity justification required an employer not only to justify the practice but to deal with the possibility that there were alternate practices available

1 In actuality Griggs was a "Black" case, but the principle was later extended to women in the Dothard case as extending to all protected race, sex, ethnic and religious groups under Title VII.

which have a lesser adverse impact.² Moody also imposed strong backpay remedies and gave as one policy reason for doing so that the relatively certain prospect of remedies would become a catalyst to inspire employers to voluntary compliance.

-
- 2 There is some dispute under Federal law as to precisely where the burden of proof rests on the issue of identifying alternatives. For example, in Moody the Supreme Court stated that even if an employer demonstrates that a test is valid it is still open to the charging party to show the availability of a suitable alternative practice. This has led to a dispute between government enforcement agencies and employers as to where the burden lies, with some government enforcement agencies saying that the employer has a burden to demonstrate the absence of an alternative and some employers stating that the government has the full obligation to show the availability of the alternative. The government somewhat straddled this burden of proof issue in the Uniform Guidelines on Employee Selection Procedures where it stated the principle that if there were alternatives available the employer had to use them and imposed upon an employer a burden of seeking out such alternatives as part of any validation study. It appears that this dispute is irrelevant under the Alaska Law because, consistent with the holding of your State Supreme Court in the Wondzell case it appears that you have adopted a somewhat broader interpretation than the federal uniform guideline. I refer, of course, to the language in proposed section 910(c) of your new regulations which section holds, in relevant part that:

(c) In employment it is a defense to a complaint of unlawful discrimination to establish by clear and convincing evidence that a distinction prohibited by A.S. 18.80.220(a)(1) is required by business necessity or the reasonable demands of the position. "Business necessity" or "reasonable demands of the position" means that the distinction is necessary to the safe and efficient operation of the business; the business purpose is sufficiently compelling to override any discriminatory impact; the challenged business practice efficiently carries out the business purpose it is alleged to serve, and there is no available or acceptable policy or practice which would better accomplish the business purpose advanced to accomplish it equally well with less discriminatory impact on the complainant.

3.) Voluntary Compliance and Affirmative Action:

In the Weber case the Supreme Court noted that the incentive towards the voluntary compliance which it anticipated in Moody had, in fact, begun to bear fruit and that employers had begun to develop a fairly wide range of remedies including numerical remedies of a race-, sex-, ethnic or national origin conscious nature". In the Weber case the employer had changed the system by which employees entered into craft jobs (by eliminating a previous experience requirement and substituting an in-house training program) and had provided for a voluntary numerical remedy of a race-conscious nature (50% of the training positions were to be opened for Black employees even if this required entry into the training program out of seniority order). The Supreme Court held that the new system was not prohibited by Title VII because the voluntary action mirrored the purposes of Title VII, it did not unnecessarily trammel the rights of White workers, it did not provide absolute preference for Blacks, and it was temporary.

The Supreme Court specifically suggested that an employer confronted with the problems which the Kaiser Aluminum Company perceived could either deal with those problems by waiting for court or administrative enforcement or it could deal with them by methods of its own choosing within the framework of "traditional management prerogatives". Obviously the Court saw a policy preference for voluntary action. (Incidentally, even though we did not discuss the Weber case during the meeting in your office, the language which the Supreme Court used in the last several paragraphs of Weber parallel the statements made by Attorney General Condon during our meeting, in which he pointed out the advantage to his clients (state government agencies in their employing capacity), of developing their own changes without having remedies imposed upon them by an enforcement process).

3 While Weber dealt only with private employment and with race-conscious voluntary action, its reasoning clearly would apply to the wide range of groups covered by Title VII and to all employers including governmental.

D. APPLICATIONS OF THESE THOUGHTS TO STATE GOVERNMENT AS AN EMPLOYER:

Several additional comments are appropriate as the above outline of principles are applied to state government in its capacity as an employer:

1.) Same principles apply:

When Congress extended Title VII to cover government (federal, state and local) as an employer in 1972 both Houses of Congress made legislative history that the laws were to be interpreted to prohibit discrimination in state government in the same fashion as had already been accomplished in the private sector. Both Houses in their committee reports pointed out that government employment had the same kind of systemic discrimination problems that had been found to exist in the private sector.

While most of the discussion of specific employment discrimination focused on the Federal government and the quotations which I am outlining below were directed at the practices of the Federal government there was language elsewhere in the reports suggesting that the same employment discrimination problems existed in state government and that the same legal principles should apply in dealing with them.

The report of the House Committee on education and labor directed the attention of the Federal government to "its own practices and procedures which themselves may raise questions of systemic discrimination". The same report stated that it was important for those who administered the government's personnel systems to gain "expertise in recognizing and isolating the various forms of discrimination which exist in the system" (emphasis added) and the report stated, further, that discrimination in employment was no longer "a problem of malicious intent on the part of individuals" but required, instead, an examination of:

"Civil Service selection and promotion requirements (which are) replete with artificial selection and promotion requirements which place a premium on paper credentials which frequently prove of questionable value as a means of predicting actual job performance."

In similar language, the Senate Committee on Labor and Public Welfare (Legislative History, pp. 423-425) said that the evolving definition of discrimination should be applied to government employment practices and that it was important to note that "discrimination is institutional, rather than merely a matter of bad faith".

The Committee paralleled the House Committee language and urged the development of expertise "in recognizing and isolating the various forms of discrimination which exist in the system". It directed the Civil Service Commission to deal with "the various forms of systemic discrimination in the system." It questioned the assumption "that employment discrimination in the Federal government is solely a matter of malicious intent on the part of individuals" and specifically picked up the technical perception language that it had earlier applied to the private sector by noting:

"Civil service selection and promotion techniques and requirements are replete with artificial requirements that place a premium on paper credentials. Similar requirements in the private sectors of business have often proven of questionable value in predicting job performance and have often resulted in perpetuating existing patterns of discrimination (see e.g., Griggs v. Duke Power, supra, note 1)."

The Committee urged:

"A thorough reexamination of [the Federal government's] entire testing and qualification program to ensure that the standards enunciated in the Griggs case are fully met."

It urged the development of "remedies...to correct systemic discrimination...".

In terms of substantive standards to be applied to all areas of new jurisdiction, including the Federal government as an employer, the section-by-section analysis of the Conference Committee report said (Legislative History, p. 1894) that:

"In any area where the law does not address itself, or any areas where a specific contrary intention is not indicated, it was assumed that the present case law as developed by the courts would continue to govern the applicability and construction of Title VII." (Emphasis added)

The Supreme Court, incidentally, has also spoken to this issue since the passage of the 1972 Act, when it said in Morton v. Mancari, (1974) that:

"In general...the substantive anti-discrimination law embraced in Title VII was carried over [by the 1972 Act] and applied to the Federal government."

This, then, is the context in which Congress decided to extend the jurisdiction of Title VII to cover federal, state and local governments as employers.

2. Problems of Voluntary Compliance in State Government:

During our meeting Attorney General Condon and others pointed out that one of the problems of achieving voluntary compliance in state government was the misplaced perception on the part of most state government managers that if they had eliminated bias, bigotry and prejudice from their employment practices they were in compliance. As I understood the conversation it was generally accepted that many managers and department heads in state government in Alaska were unaware of the changing legal technology which held them responsible for their employment systems and practices which might have an adverse impact and be unjustifiable by the business necessity standard. The situation in Alaska is by no means unique. We have already pointed out (see p. 3, paragraph B above) that voluntary compliance by private employers (prior to 1972) was often not forthcoming because those employers, their personnel managers and their attorneys, lacked the "technical perception" to understand systemic discrimination and to recognize that their own employment systems were potentially discriminatory. In the same committed reports Congress pointed out that this

lack of an appropriate technical perception of systemic discrimination which had dogged the footsteps of private employers could also be attributed to governmental employers.

While the committee reports in commenting on a governmental lack of technical perception concerning systemic discrimination were directed primarily to the federal government in its capacity as an employer it is clear from the context that Congress believed the same problem, as already identified during our discussion in Anchorage, could be attributed to State government managers, attorneys, and personnel officials. Thus, I believe, if any program of voluntary compliance to eliminate potential systemic discrimination is to be successful in the State of Alaska it must specifically address the technical perception of Alaskan State government managers and department heads and assist them in understanding the present State of the law and in understanding what we came to call during our meeting the "no fault" approach. This should lead them to understand that by adopting and implementing voluntary remedies, they are in no way conceding that they have been "bad" or "blameworthy" in the past.

3.) Unique Problems of State Government:

Having suggested that the nature of systemic discrimination and the problems of the managerial technical perception in state government parallel those previously identified in the private sector, it is important to recognize that there is one particularly unique aspect of the state government situation which must be dealt with if a voluntary compliance program is to be effective. This unique element flows primarily from the fact that state government employment systems are established, in part, by the state statutes establishing state civil service or merit systems. A second element contributing to the unique problems which confronts state government is the political context within which a manager operates when he perceives a potential violation (or simply wants to avoid one) and takes voluntary action to change his practices. Because of these issues I believe that a state government voluntary affirmative action program will not work unless the chief legal officer of the state provides strong

support to state government managers and attorneys on two issues:

- that a state government civil service system mandating an employment system with an adverse impact is potentially illegal as a matter of federal and state law if it cannot be justified, and that a state government manager has the authority to modify that system to the minimal extent necessary to avoid a potential violation of federal law⁴.
- that a state government official has the authority to negotiate a voluntary conciliation settlement in the context of a specific complaint including, where appropriate, backpay.

4 There is a precedent for a state attorney general to proceed in this fashion. For example, in the early days of Title VII private employers were the target of complaints filed by females who were not hired and they defended on the ground that state "protective" laws prohibited the employment of women in certain positions (for example those working in excess of certain hours or requiring the lifting of certain weights). After a number of federal district courts had held that state protective laws mandating such exclusionary employment practices violated Title VII and were superceded thereby, attorneys general in other states began to issue attorney general opinions to state industrial commissions and similar agencies advising them that it was inappropriate to consider enforcing such state protective legislation. I believe a wide range of federal district and appellate court decisions establishing a principle that state civil service statutes are suspended to the extent necessary to provide compliance with Title VII would provide a basis for a state attorney general opinion advising state government that it could take these steps voluntarily without waiting for a lawsuit. As I understand it, there is a precedent for this in the State of Alaska in the form of an attorney general letter issued in December, 1964 advising the Human Rights Commission that the U.S. Constitution precluded a personnel rule then in effect limiting state employment to American citizens.

E. MANAGERIAL SYSTEM:

Effective voluntary compliance with federal anti-discrimination legislation through the mechanism of an affirmative action compliance plan requires the development of a managerial system. The suggestion in the Weber case that an employer with a potential violation can come into compliance either through a lawsuit or through means of its own choosing consistent with traditional management prerogatives has been mirrored in a wide range of court cases and federal regulations. For example, the Uniform Guidelines on Employee Selection Procedures adopted by five federal agencies and specifically applicable to the employment practices of state and local government advances the principle that an employment practice with an adverse impact can be dealt with by a state government employer either by attempting to justify the business necessity for the practice or by modifying the practice to eliminate its adverse impact. If the elimination of adverse impact over a three year period would, for example, require the hiring of 100 additional individuals, many private employers have found that the most effective way to reduce their potential liability is to treat the process of hiring those 100 additional employees as a managerial rather than an employment discrimination problem. In the same fashion that a company with a manufacturing reject rate of 10%, which desired to reduce the rate to 4% over three years would establish a managerial reporting system for each of its production lines on a monthly basis designed to assure that they were moving toward that goal, so have employers established managerial and reporting systems to assign goals to each manager to determine on a monthly, quarterly (or other appropriate) basis the extent to which each manager had contributed to the goal. An effective managerial system to achieve this would have, to the minimum, three elements, stages or levels:

- the announcement by top management of the specific goal and the time by which it was to be achieved (reduce reject rate in three years; hire 100 minorities and women in three years etc.) and a requirement that each operating division establish a plan for meeting its portion of a goal and establish a system for reviewing the extent to which each individual manager contributed to the goal.

- the establishment of an operating plan for each operating division.
- the establishment of a performance review system designed to establish the obligations of each individual manager in terms of compliance including, but not limited to, a statement in the job description and performance requirements for each managerial position of the managerial responsibility.

II. THE ALASKAN SITUATION:

Clearly the climate and situation in the State of Alaska is receptive to the development of a significant, responsible and effective affirmative action program for achieving voluntary compliance in state government. There is a good and comprehensive law on the books, and it has been interpreted effectively by the State Supreme Court to be at least as broad as Title VII of the Civil Rights Act of 1964.

III. SOME GENERAL BACKGROUND INFORMATION FROM OTHER STATES:

Before outlining some specific thoughts about an Alaskan program it is useful to outline some random thoughts about developments elsewhere:

A. Michigan -- A Coordinating Council:

Many states have recognized that an effective state program for dealing with discrimination in state government will require the coordination of the state enforcement agency, the state personnel system, the attorney general's office, and the governor's office. One state that has taken a leadership role in this regard is the State of Michigan.

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5. See, for example, provisions of the Civil Service Reform Act in the federal government which mandated the establishment of a performance appraisal system for all senior managers and specifically mandated that one of the elements each agency must include in the performance appraisal system is the extent to which those managers implement equal employment opportunity and the affirmative action requirements.

Specifically, Governor William G. Milliken has issued an Executive Order establishing a Michigan Equal Employment Opportunity Council with the Lieutenant Governor as Chairman and as members of the Directors of the Human Rights and Civil Service Commissions and the Attorney General. A copy of Guidelines and other publications issued by this Council is attached to this memorandum as an appendix.

B. Importance of a One-to-One Relationship in Review System:

Many states have adopted a requirement either by statute or executive order that all state agencies prepare an affirmative action plan. It is my perception that those states in which the planning process has been the most effective in achieving real change have been the states in which there has been the kind of coordination outlined in Michigan, above, and the states in which someone responsible for managing and overseeing the affirmative action process or responsible for providing legal advice to top managerial officials in state government has developed a one-to-one working relationship with the chief department heads in state government and has specifically worked with them in implementing a voluntary compliance program. For example, the State of Connecticut requires an affirmative action plan from each agency and requires the submission of that plan to the State Commission on Human Rights and Responsibilities. Each state agency head then meets for a one-to-one review of the plan with the Executive Director of the State Commission.

C. Court Approval of State Voluntary Remedies:

Several State Supreme Courts have given approval to the voluntary remedial approach, including a race or sex conscious requirement, in state government. For example:

-- In Price v. Civil Service Commission, Sacramento County, 21 FEP cases 1512 (January 25, 1980) the California Supreme Court dealt with the question of whether:

"A governmental entity may voluntarily adopt a race-conscious, affirmative action hiring program of limited duration to alleviate an underrepresentation of minor-

ity employees which the entity finds is attributable to its own past discriminatory practices."

The Court was dealing with a "minority preference appointment" rule adopted by the Civil Service Commission of Sacramento County in 1974 after the Commission had held hearings in an attempt to ascertain the reasons for underrepresentation of minorities and women and had determined that its "traditional Civil Service procedures" contained a variety of "significant, although apparently inadvertent, discriminatory features." Under the terms of the rule, if the county Civil Service Commission found "after a public hearing" that the underrepresentation of minority personnel in the particular classification was caused by "discriminatory employment practices" and that it was feasible to ameliorate such underrepresentation "by requiring that minority persons on an eligible list be appointed on a preferential basis" the commission can order that minority personnel be appointed to the classification involved in accordance with an alternating ratio until a specified number of minority persons had been hired.

The California State Supreme Court found that the application of this rule to the position of Attorney I in the District Attorney's office in such a fashion that appointments to that position "shall be made on the basis of an alternating ratio of 2:1 so that at least one minority person is appointed for every two non-minority persons" and that such a ratio should be applied "only until the percentage of the minorities in the classes of Attorney I and Attorney II in the District Attorney's office is 8 percent," was legitimate, and that the county was authorized to adopt such a program to overcome the effects of past discrimination and that in so doing it did not violate the anti-discrimination provisions of Title VII of the Federal Civil Rights Act or the comparable anti-discrimination provisions of the Sacramento County Charter and the state Fair Employment Practices Act.

It is interesting to note that this opinion was written by the same court which earlier wrote the Nakke opinion which is often cited by state government officials as making race or sex conscious affirmative action programs inappropriate

and illegal in state government employment. Instead of focusing on the Bakke opinion, the Price court draws extensively on the United States Supreme Court opinion in the case of United Steelworkers v. Weber, 443 U.S. 193, 20 FEP Cases 1.

-- In Lindsay v. City of Seattle, 12 FEP Cases 1440 (1976), the Washington State Supreme Court approved a race-conscious affirmative action plan. The City had surveyed its own employment practices and had determined that there was a risk that they might be found in violation of anti-discrimination requirements and had adopted a series of policies and procedures to avoid that risk. Specifically, the Mayor had adopted an affirmative action program by Executive Order; the City Council had adopted an ordinance with provisions designed to "achieve equality of city employment opportunities for members of minority races;" the Engineering Department had adopted a departmental policy statement which established as a goal the achievement of ratios of minority employment "comparable to the ratios of...minorities in the Seattle community"; and the Civil Service Commission had adopted a "selective certification" amendment to the traditional "rule - of - five" used to certify qualified eligibles for a vacancy.

Under the selective certification rule a department head subject to approval by The Directors of the Civil Service Commission and the Department of Human Rights could request the certification of a qualified minority below the top five on the list when such action was believed necessary to avoid a violation of anti-discrimination laws. The State Supreme Court sustained the rule as a written and as applied to the detriment of a white engineer whose ranking was higher than a black who was certified and hired.

The Court, pointing out the potential liability faced by the city in a potential Title VII suit based on the adverse impact and lack of validity of its existing procedures, and pointing to the Title VII preference for voluntary compliance said that the procedure did not violate either state or federal law.

-- In Chmill v. City of Pittsburgh, 22 FEP cases 742 (1980) the Pennsylvania Supreme Court sustained a "dual certification procedure" used by

the City of Pittsburgh pursuant to which its Civil Service Commission certified ten whites and ten blacks for positions in the fire department based upon their passing a physical ability test and without regard to their rank on an earlier written test whose validity was in doubt and which had adverse impact on blacks.

The Sacramento action was completely voluntary; the Seattle action appears to have been adopted voluntarily but after earlier federal law suits; and the Pittsburgh action was taken in a context where there was an outstanding consent decree in an earlier Federal suit. All three States speak of the strong Federal and State policy in favor of voluntary compliance and make it clear that such action can include race-conscious steps. An Alaska Attorney General Opinion (May 20, 1976) contained similar reasoning when it approved an Interim Relief Agreement in which the Divisions of Alaska State Troopers and Fish and Wildlife Protection of the Department of Public Safety agreed to the appointment of one-third of commissioned officer openings with otherwise qualified minority and/or female applicants. The opinion pointed out that there are situations which "necessitate the consideration of the race and sex of otherwise qualified applicants."

D. Midwest Intergovernmental Equal Employment Opportunity Coordinating Committee:

One of the leading organizations in developing new and imaginative approaches by state government to the affirmative action issue has been M.I.E.E.O.C. Recently, this organization has obtained from the Bureau of Intergovernmental Personnel Programs a grant to hold a meeting of all the state level affirmative action officials to share their expertise in the development of responsible state government affirmative action programs.

E. Detroit Meeting:

The meeting described in the previous paragraph will be hosted by the Governor and Personnel Director of the State of Michigan and will be held in Detroit at the Hotel Pontchartrain on April 9-12, 1981. Attach-

ment 3 contains some of the material on this conference.

IV. SPECIFIC IDEAS FOR AN AFFIRMATIVE ACTION PROGRAM IN ALASKA IN STATE GOVERNMENT:

Outlined below are a number of thoughts about elements that might be included in your thinking as you begin the process of developing a program for affirmative action in Alaska state government:

A. Announcement of program by the Governor:

The first step would be a written document by the Governor announcing (either by Executive Order or otherwise) a statewide affirmative action program for employment in Alaska state government. The tone of this document would be to establish the effective implementation of the program as a managerial rather than a human rights problem. The initial focus of such an order from the Governor should contain a strong statement of his commitment the goals of equal employment opportunity in affirmative action. However, unlike most traditional statements which stop at that point, it should specifically point out that private employers have recognized that "real commitment" involves the commitment of resources and the development of a managerial system to achieve those goals and it should indicate that his order is design to start the process of allocating those resources and developing that management system.

Obviously if the foundation for the program can include the adoption by the legislature of the principles which I have mentioned here, that would be preferable. First it gives greater support to the program in the eyes of operating department heads and first line managers who will be called upon to implement it. In addition, should the program be challenged in court it is more likely to be sustained if it is passed by the legislature and based upon legislative findings. (See, for example, the discussion of legislative findings in Klutnick v. Pullilove, ___ U.S. ___.)

B. The Managerial System:

At a minimum a good managerial system in state government should have a number of elements all of which would be identified (in outline form) by the Governor in his initial announcement, or in a statement imple-

menting the statute, should you choose the legislative route. Starting from the top down the layers in such a managerial system would be:

- The order itself which establishes the system and its goals.
- An affirmative action planning process which is part of the Governor's recently imposed management by objectives system.
- The development of annual affirmative action plans with specific measurable goals and the development of a review system (perhaps involving the interagency group recommended below).
- The implementation of this entire system at a level of the individual manager by establishing elements in the performance review criteria and the job descriptions of all state managers dealing with their effective contribution to the implementation of the management EEO plans. (This is now required in the Federal government.)
- The Governor's initial order might indicate that he has specifically directed the state Department of Administration to start the process of amending all the existing managerial job descriptions to include EEO elements.

The Executive Order would recognize the difficulties of developing such an effective system of voluntary compliance within state government, given the fact that it occurs within the context of the state civil service laws. He would indicate that he has directed the Commissioner of the Department of Administration and the state Attorney General to develop guidelines for state government agencies in achieving voluntary compliance. Eventually, there should then be an exchange of letters which lead to a series of Attorney General's opinions in which agencies are advised that it is legal under state law for them to take action to modify their employment systems in order to implement an affirmative action plan. These would expand upon the opinion of May 20, 1976, which dealt with a situation in which there had been a Human Rights Commission staff finding of discrimination to indicate that similar steps can be taken voluntarily based upon a self-audit as suggested in the EEOC

Affirmative Action Guidelines and the opinions of the United States Supreme Court in the Moody and Weber cases. Later the Attorney General may want to issue an opinion concerning the power of an agency to conciliate an individual or systemic case including back-pay.

C. Interagency Coordinating Committee:

Either as part of the Executive Order or in some other fashion the Governor might want to consider establishing our Interagency Coordinating Committee paralleling that now existing in Michigan.

However, serious consideration should be given to the membership and functions of such a council in light of the appropriate duties of the various agencies and officials who might constitute its membership. For example, the Human Rights Commission which is charged by state law with investigating complaints alleging discrimination in employment by state government agencies clearly would not want to be involved in the process of approving individual agency affirmative action plans because it may later have to make decisions on cases in which the plan and/or the results of its implementation are offered by a state agency as a defense to a charge by a female or minority. While the Human Rights Commission will want to avoid dealing with approving specific plans in advance, it would be appropriate for it to be involved in the process of establishing the policies and principles of such plans. It could for example issue principles similar to those contained in the EEOC Affirmative Action Guidelines and indicate the nature of Affirmative Action which employers can take and avoid a risk of so-called reverse discrimination charges. It would be appropriate for it to consult with other state agencies in preparing such policies as EEOC now does under Executive Order 12067.

E. Initiation (or "Kick-off") of this Program:

I believe that serious consideration should be given to a general management meeting of all Commissioners and division directors at which the governor would announce and present his Executive Order; the Attorney General would discuss the problem he perceives as chief law enforcement official for the state; the Commissioner of the Department of Administration would indicate the way which his department will assist in voluntary modification of employment systems and practices so that agencies could know "he", if

they undertook voluntary compliance action they will not be opposed by the Division of Personnel; and the director of the Human Rights Commission would discuss, in a non-threatening fashion, pending compliance activities and the hope of the Commission to avoid a compliance-oriented approach wherever possible. The goals of such a meeting would be primarily to:

- communicate an appropriate "no fault" "technical perception" of employment discrimination so that employers understand their obligation to identify their present problems and systems which may have contributed to discrimination and understand that voluntary action they may take is not an admission that those responsible for the previous system were "bad" people.
- establish the state's approach to this matter as a managerial approach designed to solve a managerial problem with responsible managerial techniques.

F. Detailed Training for Managers and Assistant Attorneys General:

An effective kick-off meeting suggested in the previous paragraph should probably be attended only by Commissioners, division directors, and staffs of the Human Rights Commission, attorney general's office, and Personnel and EEO divisions. In terms of its approach to the law it should be general rather than specific and be designed along the "perception" issue rather than the specific detailed requirements of the implementation of a program. This will leave several gaps which might be filled by follow-up meetings:

- a detailed longer training session for the assistant attorneys general who will, as part of the follow-up stage, be responsible for advising the specific departments and agencies to which they are assigned. The session should probably begin with an overall introduction by the attorney general and the director of the Human Rights Commission with specific detailed training to be conducted by the two assistant attorneys general assigned respectively to the Department of Administration and the Human Rights Commission.
- A series of follow-up meetings within each department or groups of small agencies should be held with all managers and supervisors to deal with the "technical perception" issue outlined