



THE PRINCE GEORGE'S COUNTY GOVERNMENT

Office of Audits and Investigations

September 20, 2022

FISCAL AND POLICY NOTE

TO: Robert J. Williams, Jr.
Council Administrator

William M. Hunt
Deputy Council Administrator

FROM: Josh Hamlin 
Director of Budget and Policy Analysis

RE: Policy Analysis and Fiscal Impact Statement
CB-098-2022, County Workforce Data Collection

CB-098-2022 (*Proposed and presented by: Council Member Taveras*)

Assigned to the Government Operations and Fiscal Policy (GOFP) Committee

AN ACT CONCERNING COUNTY WORKFORCE - DATA COLLECTION AND REPORTING for the purpose of requiring the County Executive to provide mandatory biennial data collection and reporting of the County workforce to the Equal Employment Opportunities Commission; providing for the collection and reporting of County workforce data by race, ethnicity, sex, job category, and salary band; requiring the County Executive to submit, to the extent permitted under Federal law, the County workforce data report; and generally regarding County workforce data collection and reporting.

Fiscal Summary

Direct Impact:

Expenditures: Small increase in expenditures likely.

Revenues: None likely.

Indirect Impact:

None likely.

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Legislative Summary:

CB-098-2022, proposed by Council Member Taveras, was presented on September 13, 2022, and referred to the Government Operations and Fiscal Policy (GOFP) Committee. CB-098-2022 would require the County Executive to submit, to the extent permitted under Federal law, the County workforce data report to the County Council and the State Legislative Delegations, within ninety (90) days after the data report is available. In addition, the Bill would require the data report to be made available within the same timeframe, to the extent permitted under Federal law, to the public electronically and by hard copy, upon request.

Current Law/Background:

Section 709(c) of Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000e-8(c), requires State and local governments to make and keep records relevant to a determination of whether unlawful employment practices have been or are being committed and produce reports required by the EEOC. The State and Local Government Information Report (EEO-4), EEOC Form 164, also referred to as the EEO-4 Report, is a mandatory biennial data collection that requires all State and local governments with 100 or more employees to submit demographic workforce data, including data by race/ethnicity, sex, job category, and salary band. State and local governments with 100 or more employees have been required to submit EEO-4 reports since 1974 (biennially since 1993). The EEOC uses EEO-4 data for research and to investigate charges of discrimination. The individual reports are confidential.¹

Although the individual reports are confidential, aggregated data is available to the public. Currently, there is no County law provision expressly requiring the dissemination of the workforce data submitted to the EEO to the County Council, the State Legislative Delegations, or to the public.

Council Member Taveras originally proposed this requirement as a Charter Amendment in the form of CB-049-2022,² which was not enacted.

Resource Personnel:

- Jobina Brown, Director of Communications and Policy Analyst, District 2 Council Office
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¹ [EEO-4 Data Collection FAQs \(2021\)](#)

² [LZIS – CB-049-2022](#)

Discussion/Policy Analysis:

The requirement that would be imposed by CB-098-2022 is straightforward:

- The County Executive shall submit, to the extent permitted under Federal law, the County workforce data report to the County Council and the State Legislative Delegations, within ninety (90) days after the data report is available.
- The data report shall be made available, to the extent permitted under Federal law, to the public electronically and by hard copy, upon request, within ninety (90) days after the data report is available.

Since the Office of Human Resources Management (OHRM) collects this data for EEO 4 (State and Local Government Report) every two years, the proposed requirement should not be a significant additional administrative burden. Provisions of hard copies upon request may result in some small additional costs.

Fiscal Impact:

Direct Impact

Enactment of CB-098-2022 may have a small adverse direct fiscal impact on the County, related to the provision of hard copies of the report to members of the public. The cost would be dependent on the number of hard copies requested and is not anticipated to be significant.

Indirect Impact

Enactment of CB-098-2022 should have no indirect fiscal impact on the County.

Appropriated in the Current Fiscal Year Budget

N/A

Effective Date of Proposed Legislation:

The proposed Bill shall take effect forty-five (45) calendar days after it becomes law.

If you require additional information, or have questions about this fiscal impact statement, please call me.