

# Seattle Office for Civil Rights

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<http://www.seattle.gov/civilrights/>

## Department Overview

The Seattle Office for Civil Rights (OCR) works to achieve equity and advance opportunity in Seattle by:

- Developing policies and promoting partnerships to achieve racial equity and social justice
- Enforcing City, state and federal anti-discrimination laws that guarantee equal access to housing, employment, public accommodations, contracting and lending
- Enforcing the City of Seattle's Paid Sick and Safe Time ordinance which requires employers to provide paid sick and safe time to employees who work within Seattle city limits
- Enforcing the City of Seattle's Job Assistance ordinance, which regulates the use of criminal history in employment decisions
- Staffing the Seattle Human Rights Commission, Seattle Women's Commission, Seattle Lesbian Gay Bisexual Transgender Commission and Seattle Commission for People with disAbilities
- Administering the Title VI program of the 1964 Civil Rights Act, which relates to physical access to governmental facilities; projects; and programs, and Title II complaints alleging discrimination on the basis of disability in the provision of services; activities; programs; or benefits by the City
- Offering free technical assistance and outreach to businesses; community groups; and the general public, including immigrants; people of color; women; people with disabilities; and lesbian, gay, bisexual, transgender and queer communities
- Making available a wide array of civil rights information, including translations into other languages

OCR also leads the City's Race and Social Justice Initiative (RSJI). The Initiative envisions a city where racial disparities have been eliminated and racial equity achieved. RSJI's mission is to end institutionalized racism in City government and to promote multiculturalism and full participation by all city residents. The goals of the Initiative are to:

- End institutional racism in City government
- Promote inclusion and full participation of all residents in civic life
- Partner with the community to achieve racial equity across Seattle

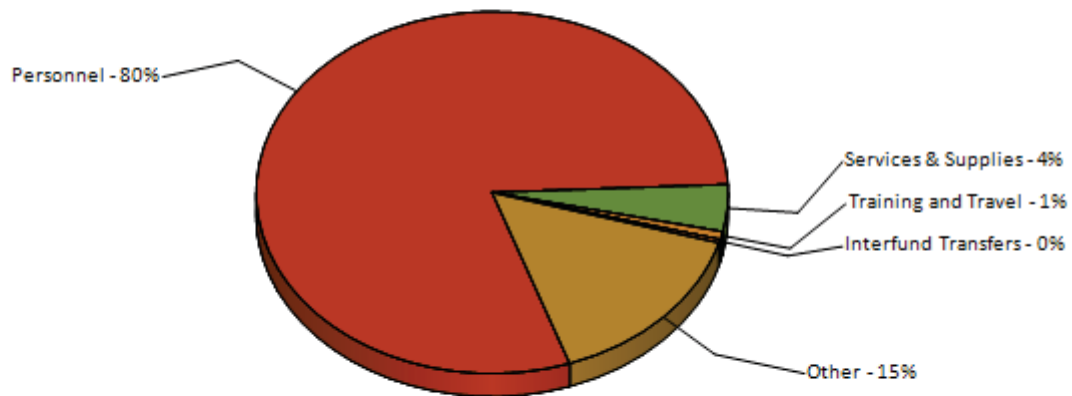
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## Budget Snapshot

Department Support	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Adopted
General Fund Support	\$2,528,584	\$2,723,498	\$2,885,852	\$2,956,571
<b>Total Operations</b>	<b>\$2,528,584</b>	<b>\$2,723,498</b>	<b>\$2,885,852</b>	<b>\$2,956,571</b>
<b>Total Appropriations</b>	<b>\$2,528,584</b>	<b>\$2,723,498</b>	<b>\$2,885,852</b>	<b>\$2,956,571</b>
Full-time Equivalent Total*	22.50	23.00	23.00	23.50

\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.

## 2014 Adopted Budget - Expenditure by Category



## Budget Overview

The 2014 Adopted Budget preserves funding for all of the Office for Civil Rights' (OCR) direct services, including Race and Social Justice Initiative functions, enforcement and outreach work, and support to the four commissions. It adds a new part-time position to OCR to support the Gender Justice Initiative, which will look at pay equity issues as well as access to specific employment categories, education, safety and health. In addition, the 2014 Adopted Budget creates a \$1.4 million reserve in Finance General to fund recommendations developed by the task force, including salary changes that may be necessary to ensure equal pay.

The City of Seattle has led the country on gender justice issues, from the establishment of apprenticeship programs to get women into the trades in the early seventies, to the recently established Paid Sick and Safe Time

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program. Although the City has made progress on gender justice over the past few decades, a recent [report](#) from the National Partnership for Women and Families (NPWF) ranked Seattle as having the widest gender wage gap among the nation's 50 largest metropolitan areas, highlighting the fact that much work remains.

In response to the NPWF report, Mayor McGinn directed a review of the City's salary structure to determine if the salary of City employees contributed to gender-based pay differences in the local metropolitan area. Key findings of this initial review include:

- Two-thirds of the City workforce is male,
- Men are employed more often in higher paid classifications, and
- Men and women in the same job titles earn approximately the same pay; however, the City's female employees are paid 9.5% less, on average, than men because women are employed more often in lower paid job classifications.

Mayor McGinn convened the Gender Equity Task Force to assist the City in the area of gender equity in pay. The task force issued its short-term recommendations in September 2013, and will issue its long-term recommendations in the first quarter of 2014. In 2014, OCR, in conjunction with the Mayor's Office and the City Budget Office, will identify next steps for a Gender Justice Initiative and develop an implementation plan.

## City Council Changes to Proposed Budget

The City Council added \$50,000 to OCR to fund an annual audit of housing discrimination practices. Funds will be used for consultant resources to perform the testing, and for additional staff hours in OCR to manage the contract.

Council also reduced a new position in OCR's budget to half time, and added a full-time position to the Personnel budget for work related to Gender Equity. Personnel will now carry out the analysis of employment issues, including recruitment and retention, employee benefits, and compensation, while OCR will use the remaining half-time position to do the work that falls outside the Personnel Department's purview. This work includes developing policy proposals to remove implicit bias and/or institutionalized sexism and other forms of gender based exclusionary practices both in employment and contracting

## Incremental Budget Changes

### Seattle Office for Civil Rights

	2014	
	Budget	FTE
<b>Total 2014 Endorsed Budget</b>	<b>\$ 2,885,852</b>	<b>23.00</b>
<b>Proposed Changes</b>		
Gender Justice Initiative Support	\$ 138,408	1.00
Reduce Printing, Advertising and Miscellaneous Operating Expenses	-\$ 10,000	0.00
<b>Proposed Technical Changes</b>		
Eliminate Funding for Postini Spam Software	-\$ 400	0.00
Transfer Translation and Interpretation Services to OIRA	-\$ 16,000	0.00
Citywide Adjustments for Standard Cost Changes	-\$ 28,789	0.00

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## Council Changes

Increase for Housing Audit	\$ 50,000	0.00
Shift a Portion of the Gender Equity Work to Personnel	-\$ 62,500	-0.50
<b>Total Incremental Changes</b>	<b>\$ 70,719</b>	<b>0.50</b>
<b>2014 Adopted Budget</b>	<b>\$ 2,956,571</b>	<b>23.50</b>

## Descriptions of Incremental Budget Changes

### Proposed Changes

#### **Gender Justice Initiative Support - \$138,408/1.00 FTE**

Council reduced this proposal in the Adopted Budget. Refer to the Council Phase Changes below. The Proposed Budget description follows:

OCR will hire a position to support the work of the Gender Wage Equity Task Force, and to develop strategies for the Gender Justice Initiative. Task force recommendations will guide development of strategies for the Gender Justice Initiative, which will be modeled after the City's Race and Social Justice Initiative.

The position will focus on:

- Providing a more in-depth analysis of the City's data to gain a better understanding of specific opportunities and challenges, including a focus on those departments with the largest differentials between the number of male and female employees and greatest pay differentials.
- Developing recruitment and retention strategies to increase the number of female employees.
- Developing strategies to increase City contracting and purchasing with Women Business Entrepreneurs (WBEs).
- Developing policy proposals that remove implicit bias and/or institutionalized sexism, other forms of gender-based exclusionary practices and institutionalized racism that inadvertently create gender-based inequities, both in employment and contracting.
- Developing programmatic proposals that provide tools and resources for individual women that help to close the gender equity-in-pay gaps.
- Analyzing ethnicity, race and culture for potential impacts on pay/gender equity.

OCR anticipates receiving task force recommendations by early 2014. Following the conclusion of the task force work, OCR will coordinate implementation of task force recommendations and will work to further the Gender Justice Initiative.

#### **Reduce Printing, Advertising and Miscellaneous Operating Expenses - (\$10,000)**

This reduction captures savings in several operating accounts including printing, advertising and miscellaneous operating expenses. These accounts are typically not fully spent, and this reduction is not expected to affect the department's ability to fulfill its mission and goals.

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## Proposed Technical Changes

### **Eliminate Funding for Postini Spam Software - (\$400)**

The City has adopted Microsoft Office 365 as its new software platform, and as a result City departments no longer need to purchase separate anti-spam software.

### **Transfer Translation and Interpretation Services to OIRA - (\$16,000)**

This change transfers the administration, support and funding of small departments translation and interpretation to the Office of Immigrant and Refugee Affairs (OIRA). The corresponding increase in OIRA is equal to the reduction in OCR, making this transfer budget neutral.

### **Citywide Adjustments for Standard Cost Changes - (\$28,789)**

Citywide technical adjustments reflect changes due to inflation, central cost allocations, retirement, healthcare, workers' compensation and unemployment costs. These adjustments typically reflect updates to preliminary cost assumptions established in the 2014 Endorsed Budget.

## Council Changes

### **Increase for Housing Audit - \$50,000**

This increase will fund an audit of housing discrimination practices. Funds will be used for consultant resources to perform the testing and for additional staffing hours from an existing part-time position in OCR to manage the contract.

### **Shift a Portion of the Gender Equity Work to Personnel - (\$62,500)/(.50) FTE**

This change reduces the full-time position that was included in the Proposed Budget to a half-time position, and transfers part of the gender equity body of work proposed by the Office of Civil Rights (OCR) to the Personnel Department. The half-time Strategic Advisor position that remains in OCR will do work that falls outside the Personnel Department's purview, such as developing policy proposals to remove implicit bias and/or institutionalized sexism, and other forms of gender based exclusionary practices and institutionalized racism that inadvertently create gender based inequities, both in employment and contracting.

## **City Council Provisos**

The City Council adopted the following budget provisos:

- *None of the money appropriated in the 2014 budget in Finance General Reserves BCL may be spent on gender equity related activities until authorized by future ordinance.*

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## Expenditure Overview

Appropriations	Summit Code	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Adopted
Civil Rights Budget Control Level	X1R00	2,528,584	2,723,498	2,885,852	2,956,571
<b>Department Total</b>		<b>2,528,584</b>	<b>2,723,498</b>	<b>2,885,852</b>	<b>2,956,571</b>

<b>Department Full-time Equivalents Total*</b>	<b>22.50</b>	<b>23.00</b>	<b>23.00</b>	<b>23.50</b>
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## Appropriations By Budget Control Level (BCL) and Program

### Civil Rights Budget Control Level

The purpose of the Civil Rights Budget Control Level is to encourage and promote equal access and opportunity, diverse participation, and social and economic equity in Seattle. SOCR works to eliminate discrimination in employment, housing, public accommodations, contracting and lending in Seattle through enforcement, and policy and outreach activities. The office enforces Seattle's paid sick leave ordinance and jobs assistance ordinance. In addition, the office is responsible for directing the Race and Social Justice Initiative, which leads other City departments to design and implement programs that help eliminate institutionalized racism.

Program Expenditures	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Adopted
Civil Rights	2,528,584	2,723,498	2,885,852	2,956,571
<b>Total</b>	<b>2,528,584</b>	<b>2,723,498</b>	<b>2,885,852</b>	<b>2,956,571</b>
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