

Office of the Employee Ombud

Department Overview

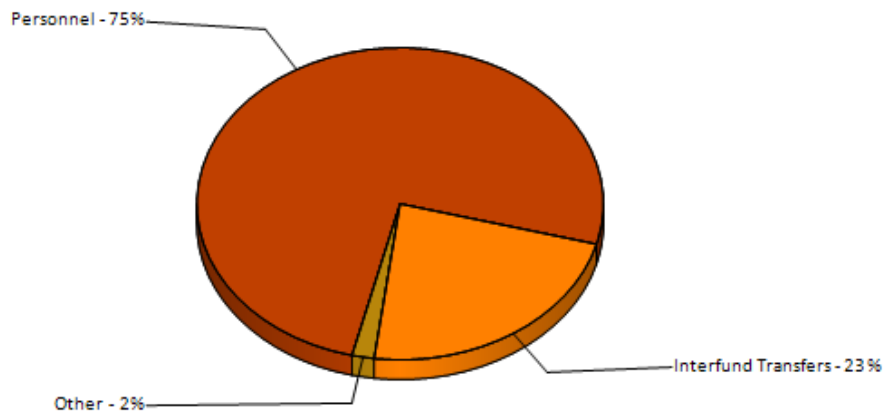
The Office of the Employee Ombud (OEO) supports individual employees in executive departments who are experiencing a workplace that conflicts with the City of Seattle's workplace expectations. The OEO provides independent, impartial, and informal navigation to City employees in executive departments through the City's processes related to harassment and discrimination. The OEO does not investigate or process claims itself, nor does it set City policy, but acts as a voluntary resource for City employees. The OEO also provides recommendations to the Mayor and City Council on Citywide policies and procedures related to harassment, discrimination, and creating an inclusive workplace environment.

Budget Snapshot

Department Support	2018 Adopted	2019 Proposed	2020 Proposed
General Fund Support	\$0	\$563,598	\$561,905
Total Operations	\$0	\$563,598	\$561,905
Total Appropriations	\$0	\$563,598	\$561,905
Full-time Equivalent Total*	0.00	3.00	3.00

* 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.

2019 Proposed Budget - Expenditure by Category



Office of the Employee Ombud

Budget Overview

The 2019-2020 Proposed Budget establishes a budget for the new Office of the Employee Ombud's first and second years of operation. The budget provides the foundation for the staff and resources to carry out the office's mission. The proposed budget adds three full-time positions in the newly created office: one position to serve as the Ombud to manage the new office and two positions to provide support to executive department employees in navigating the City's processes when experiencing a workplace that conflicts with the City's workplace expectations.

The proposed budget also includes internal services costs, including Human Resources, Finance and Administrative Services, and Information Technology, as well as health care, and industrial insurance charges for the department, as well as a small budget for professional consulting services.

The creation of the Office of the Employee Ombud is a direct outcome of the work of the Anti-Harassment Inter-departmental Team Mayor Durkan convened in early 2018 to examine and provide recommendations on the City's workplace culture. For more information on the Anti-Harassment Inter-Departmental Team and its recommendations, see the section on the Seattle Department of Human Resources.

Incremental Budget Changes

Office of the Employee Ombud

	2019		2020	
	Budget	FTE	Budget	FTE
Proposed Changes				
Create Office of the Ombud	\$ 563,598	3.00	\$ 561,905	3.00
Total Incremental Changes	\$ 563,598	3.00	\$ 561,905	3.00
2019 - 2020 Proposed Budget	\$ 563,598	3.00	\$ 561,905	3.00

Descriptions of Incremental Budget Changes

Proposed Changes

Create Office of the Ombud - \$563,598/3.00 FTE

This item funds the first year of operations for the new Office of the Employee Ombud (OEO). This includes funding for three positions:

- 1.0 FTE Manager 2 Ombud position, to direct the office's work and supervise the other staff; and
- 2.0 FTE Strategic Advisor 1 positions that will assist executive department employees in navigating the City's processes when experiencing a workplace that conflicts with the City's workplace expectations.

This adjustment includes \$128,900, annually, for Citywide cost allocations for Finance & Administrative Services, Human Resources services, and Information Technology services. The proposed budget also includes \$10,000 in 2019 and \$5000 in 2020 for professional consulting services to aid the department in its launch and early operations.

Office of the Employee Ombud

Expenditure Overview

Appropriations	2018 Adopted	2019 Proposed	2020 Proposed
Office of the Employee Ombud Budget Summary Level			
General Fund	0	563,598	561,905
Total for BSL: PO-OM-V1OMB	0	563,598	561,905

Department Total	0	563,598	561,905
-------------------------	----------	----------------	----------------

Department Full-time Equivalents Total*	0.00	3.00	3.00
--	-------------	-------------	-------------

** 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.*

Budget Summary by Fund for Ombud

	2018 Adopted	2019 Proposed	2020 Proposed
00100 - General Fund	0	563,598	561,905
Budget Totals for OEO	0	563,598	561,905

Appropriations By Budget Summary Level (BSL) and Program

Office of the Employee Ombud Budget Summary Level

The purpose of the Office of Employee Ombud Budget Summary Level is to assist executive department employees in navigating the City's human resource and other processes relating to harassment or discrimination, and to provide recommendations to the Mayor and City Council on the City's policies and procedures relating to harassment, discrimination, and creating an inclusive workplace environment.

Program Expenditures	2018 Adopted	2019 Proposed	2020 Proposed
Office of the Employee Ombud	0	563,598	561,905
Total	0	563,598	561,905
Full-time Equivalents Total*	0.00	3.00	3.00

** 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.*

