

Office for Civil Rights

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

Department Overview

The Office for Civil Rights (OCR) envisions a city of liberated people where community historically impacted by racism, oppression, and colonization hold power and thrive. OCR's mission is to end structural racism through accountable community relationships and anti-racist organizing, policy development, and civil rights enforcement.

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 antidiscrimination in housing, employment, public accommodations, and contracting, and civil rights laws such as all-gender restroom ordinance, ban on conversion therapy provided to minors ordinance, fair chance housing ordinance, and closed captioning ordinance using restorative justice methods, investigations, compliance, and settlement negotiations;
- conducting housing and employment testing based on protected classes;
- staffing the Seattle Human Rights Commission, Seattle Women's Commission, Seattle Lesbian, Gay, Bisexual, Transgender, and Queer Commission, and the 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 civil rights trainings and technical assistance to businesses and community groups on civil rights laws; and
- making available a wide array of civil rights information, including translations into other languages.

OCR leads the City's Race and Social Justice Initiative (RSJI). RSJI is committed to eliminating institutional and structural racism through a four-prong approach: 1) build an anti-racist network within City government and shift internal practices and develop decision-making skills that eliminate institutional and structural racism; 2) transform the internal government culture of the City toward one rooted in racial justice, humanistic relationships, belonging and wellbeing; 3) align racial justice efforts with local community organizing and strengthen relationships with communities most impacted by structural racism; and 4) work in relationship with national and regional racial justice leaders from all communities and sectors to advance racial justice.

Budget Snapshot

	2019 Actuals	2020 Adopted	2021 Proposed
Department Support			
General Fund Support	4,923,963	7,055,083	5,917,982
Total Operations	4,923,963	7,055,083	5,917,982
Total Appropriations	4,923,963	7,055,083	5,917,982
Full-Time Equivalents Total*	31.00	35.00	35.50

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

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Budget Overview

The 2021 Proposed Budget adds staffing capacity to the Office for Civil Rights (OCR) to lead the Citywide Title VI compliance work and adds funding for the annual City Race and Social Justice (RSJ) Summit. The budget also includes one-time savings from holding an OCR leadership position vacant in 2021.

The City is projecting significant revenue losses due to COVID-19 and the resulting public health crisis. As a result, the budget includes reductions for most departments across the City. Because OCR is a small department with limited flexibility in its budget, and because of its key role in RSJ across the City, the reductions to OCR's budget are minimal and do not impact staffing or services. The details of the changes to OCR's budget are included in the Incremental Budget Changes section below.

Incremental Budget Changes

Office for Civil Rights

	2021 Budget	FTE
Total 2020 Adopted Budget	7,055,083	35.00
Baseline		
Annual Wage Increase (AWI) Title Specific	2,138	-
Space Lease Adjustment	40,206	-
Adjustment for One-Time Budget Changes	(1,042,596)	-
Baseline Adjustments for Personnel Costs	35,033	-
Proposed Operating		
One-time Leadership Savings	(168,000)	-
RSJ Summit	15,000	-
Title VI Compliance	77,547	0.50
Transfer Indigenous People's Day funding to DON	(32,000)	-
Proposed Technical		
Citywide Adjustments for Standard Cost Changes	(64,429)	-
Total Incremental Changes	\$(1,137,101)	0.50
Total 2021 Proposed Budget	\$5,917,982	35.50

Description of Incremental Budget Changes

Baseline

Annual Wage Increase (AWI) Title Specific

Expenditures \$2,138

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This item includes annual wage increase (AWI) adjustments for Civil Rights Analyst positions.

Space Lease Adjustment

Expenditures \$40,206

This item includes space lease (rent) adjustments in 2021.

Adjustment for One-Time Budget Changes

Expenditures \$(1,042,596)

This item includes budget adjustments for one-time changes in the 2020 Adopted Budget. As part of the 2020 Adopted Budget, the City Council added one-time funding of \$1.08 million for criminal justice grants. This item removes that one-time funding from the ongoing budget. OCR plans to make the criminal justice grant awards in late 2020 and spend the funding over a 2-year period. Additional funding for this program may be considered in the 2022 budget. This item also includes adjustments for two positions to reflect the annual cost in 2021 and removes one-time funding for criminal justice engagement.

Baseline Adjustments for Personnel Costs

Expenditures \$35,033

This centrally administered change adjusts appropriations to reflect an annual wage increase, as outlined in the agreements between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, family medical leave, retirement, overtime and temporary labor. There is no increase assumed from 2021 to 2022. This does not include a 2021 salary increase for non-represented Executives, Managers and Strategic Advisors.

Proposed Operating

One-time Leadership Savings

Expenditures \$(168,000)

This item reflects one-time salary savings from holding the OCR Deputy Director position vacant until 2022.

RSJ Summit

Expenditures \$15,000

This item adds funding to OCR's budget for the City's annual Race and Social Justice (RSJ) Summit. Previously, OCR has received funding from the Office of Arts and Culture. The budget adds funding to OCR to ensure a stable funding source for this important work. The summit is open to both City employees and community members.

Title VI Compliance

Expenditures \$77,547

Position Allocation 0.50

This item adds 0.5 FTE to OCR to implement, monitor, and ensure citywide compliance with Title VI federal grant requirements. Title VI of the Civil Rights Act of 1964 prohibits discrimination under any program or activity receiving federal financial assistance on the basis of race, national origin, and color. Over time, protected classes such as sex, age, and disability were added. Previously, OCR had a dedicated part-time position for Title VI compliance, but the position was abrogated in 2011, and work was reassigned to existing staff. Since then, staff have not had sufficient capacity to meet the demands of the work.

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Transfer Indigenous People’s Day funding to DON

Expenditures \$(32,000)

This item transfers funding for the Indigenous People’s Day celebration from OCR to the Department of Neighborhoods (DON). This funding is more closely aligned with DON’s line of business. The funding was added to OCR’s budget in the 2017, 2019, and 2020 budgets to create a stable dedicated source of funding for the annual celebration. There is a corresponding increase in the DON budget to reflect the transfer.

Proposed Technical

Citywide Adjustments for Standard Cost Changes

Expenditures \$(64,429)

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including rates from the Department of Finance & Administrative Services, Seattle Information Technology Department, Seattle Department of Human Resources, and for healthcare, retirement and industrial insurance charges for the department. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

Expenditure Overview

	2019 Actuals	2020 Adopted	2021 Proposed
Appropriations			
OCR - BO-CR-X1R00 - Civil Rights			
00100 - General Fund	4,923,963	7,055,083	5,917,982
Total for BSL: BO-CR-X1R00	4,923,963	7,055,083	5,917,982
 Department Total	 4,923,963	 7,055,083	 5,917,982
 Department Full-Time Equivalents Total*	 31.00	 35.00	 35.50

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

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Appropriations by Budget Summary Level and Program

OCR - BO-CR-X1R00 - Civil Rights

The purpose of the Civil Rights Budget Summary Level is to encourage and promote equal access and opportunity, diverse participation, and social and economic equity in Seattle. OCR works to eliminate discrimination in employment, housing, public accommodations, contracting, and lending in Seattle through enforcement, and policy and outreach activities. In addition, OCR 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	2019 Actuals	2020 Adopted	2021 Proposed
Civil Rights	1,304,805	-	-
Civil Rights Enforcement	-	1,672,560	1,782,488
Leadership and Administration	2,373,497	2,907,214	1,575,524
Policy	639,174	1,245,845	1,275,549
RSJI	606,487	1,229,464	1,284,421
Total	4,923,963	7,055,083	5,917,982
Full-time Equivalents Total*	31.00	35.00	35.50

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

The following information summarizes the programs in Civil Rights Budget Summary Level:

Civil Rights

Expenditures/FTE	2019 Actuals	2020 Adopted	2021 Proposed
Civil Rights	1,304,805	-	-
Full Time Equivalents Total	12.00	-	-

Civil Rights Enforcement

Expenditures/FTE	2019 Actuals	2020 Adopted	2021 Proposed
Civil Rights Enforcement	-	1,672,560	1,782,488
Full Time Equivalents Total	-	14.00	14.50

Leadership and Administration

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	2019	2020	2021
Expenditures/FTE	Actuals	Adopted	Proposed
Leadership and Administration	2,373,497	2,907,214	1,575,524
Full Time Equivalents Total	5.00	5.00	5.00

Policy

	2019	2020	2021
Expenditures/FTE	Actuals	Adopted	Proposed
Policy	639,174	1,245,845	1,275,549
Full Time Equivalents Total	7.00	8.00	8.00

RSJI

	2019	2020	2021
Expenditures/FTE	Actuals	Adopted	Proposed
RSJI	606,487	1,229,464	1,284,421
Full Time Equivalents Total	7.00	8.00	8.00