

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;
- 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

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Adopted
Department Support				
General Fund Support	4,943,332	4,864,563	6,042,306	7,055,083
Total Operations	4,943,332	4,864,563	6,042,306	7,055,083
Total Appropriations	4,943,332	4,864,563	6,042,306	7,055,083
Full-Time Equivalents Total*	28.00	31.00	31.00	35.00

* 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 2020 Adopted Budget adds staffing capacity to the Office for Civil Rights (OCR) to support the City's Race and Social Justice Initiative (RSJI). The budget adds two positions to OCR: one commission liaison position, and one position focused on RSJI training. Adding the commission liaison position allows OCR to expand RSJI staffing to respond to the growing need across the City for RSJI support.

OCR staffs four commissions: the Commission for People with disAbilities, the Seattle LGBTQ Commission, the Seattle Human Rights Commission, and the Seattle Women's Commission. Prior to 2014, OCR had two commission liaison positions dedicated to providing support to the four commissions. Each liaison supported two commissions, and the staffing was focused on serving as point of contact for the commissions, administrative support, managing the recruitment and appointment process, training and onboarding new commissioners, providing technical assistance, and assisting with event planning. In 2014, there was a re-organization that shifted a vacant commission liaison position to the RSJI Division to expand capacity to address the growing city-wide RSJI needs and the mandates. Since 2015, the RSJI work across the city has continued to expand with OCR playing a critical role in supporting department training and policy needs. OCR has struggled to support the four commissions with only one position. Adding a new position will allow OCR to continue and expand the level of support for the RSJI work and staff the commissions more effectively.

In May 2018, the Mayor issued Executive Order (EO) 2018-04: Anti-Harassment and Anti-Discrimination. Among other things, the EO tasked the Seattle Department of Human Resources (SDHR) director and the OCR director to develop anti-harassment and anti-discrimination training. SDHR was also directed to work with all departments to develop a training plan for employees to include anti-harassment and anti-discrimination training and bias training. The two departments have worked collaboratively to assess the training needs of executive departments and develop a training plan. The demand for trainings far exceeds the capacity that the two departments have for providing trainings. To respond to the EO, and meet department training needs, the 2020 Adopted Budget adds two positions to SDHR and one position to OCR. SDHR is the lead department on the EO and the training plan. The SDHR positions are described in the SDHR section of the budget. The OCR position will add capacity to the department to do RSJI training and partner with SDHR on embedding RSJI in the anti-harassment and anti-discrimination trainings.

The 2020 Adopted Budget maintains \$1 million added by the City Council in the 2020 Endorsed Budget for community-based organizations providing alternatives to or addressing harm created by the criminal legal system. Funds will be dispersed through a participatory grantmaking model led by OCR in which participants use a democratic process and shared analysis to make funding decisions.

Finally, the 2020 Adopted Budget includes funding for wage adjustments related to the agreement between the City and the Coalition of Unions.

City Council Changes to the Proposed Budget

The Council made permanent two temporary positions that were added in the 2019 Second Quarter Supplemental Budget. The positions include a dispute resolution mediator and a planning and development specialist II position. The dispute resolution mediator will continue implementation of a restorative justice approach to resolution of cases regarding the violations of the City's civil rights laws. The planning and development specialist was added to focus on community outreach.

The Council also added funding to support community celebrations for Human Rights Day, Indigenous People's Day, and Martin Luther King Jr. Day. The funding for the Indigenous People's Day celebration includes a proviso that is included in the proviso section below.

The Council added funding for community engagement sessions, outreach, strategic plan development, and implementation efforts related to criminal legal system alignment work. The Council action includes a proviso which

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requires OCR to submit a plan to Council for how the funding will be spent and an ordinance to release the proviso. The proviso language is included in the proviso section below.

Finally, the Council reduced funding for positions added in the 2020 Proposed Budget. The positions are funded for 9 months in 2020 rather than the 12 months assumed in the proposed budget.

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Incremental Budget Changes

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	2020 Budget	FTE
Total 2020 Endorsed Budget	6,042,306	31.00
 Baseline		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	330,370	-
2020 State Paid Family Medical Leave Increase Base Budget	3,701	-
Citywide Adjustments for Standard Cost Changes	(11,657)	-
Move Racial Equity Fund to RSJI	-	-
Move Testing Budget to Enforcement	-	-
 Proposed Operating		
Increase Commission Support	125,479	1.00
Increase Race and Social Justice Training Capacity	149,413	1.00
 Council		
Add \$15,000 GF to OCR for Human Rights Day	15,000	-
Add \$15,000 GF to OCR to fund Indigenous People's Day celebrations and impose a proviso	15,000	-
Add \$15,000 GF to OCR to fund the City's MLK Jr. Unity Day celebration	15,000	-
Add \$252,876 GF to OCR for 2.0 FTEs to address capacity issues	252,876	2.00
Cut \$52,404 GF from OCR and delay hiring of new positions by three months	(52,404)	-
 Council Provisos		
Move \$170,000 from Finance General Reserves for high-barrier probation to the Office for Civil Rights	170,000	-
 Total Incremental Changes	 \$1,012,777	 4.00
 Total 2020 Adopted Budget	 \$7,055,083	 35.00

Description of Incremental Budget Changes

Baseline

2020 Coalition and Non-Rep Annual Wage Increase Base Budget

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Expenditures \$330,370

This centrally administered change adjusts appropriations to reflect the 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, retirement, overtime and temporary labor.

2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$3,701

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the agreements with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

Citywide Adjustments for Standard Cost Changes

Expenditures \$(11,657)

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

Move Racial Equity Fund to RSJI

Expenditures -

This is a budget neutral change to move the Racial Equity Fund that assists organizations with building their capacity to address structural racism, from the Leadership and Administration program to the Race and Social Justice program. The Racial Equity Fund is \$60,000.

Move Testing Budget to Enforcement

Expenditures -

This is a budget neutral technical change to move the \$150,000 testing program budget from the Leadership and Administration program to the Civil Rights Enforcement program. The testing program utilizes testers to identify discriminatory practices and bias in access to Seattle's housing market and employment.

Proposed Operating

Increase Commission Support

Expenditures \$125,479

Position Allocation 1.00

This item adds a position to staff both the Commission for People with disAbilities (SCPD), and the Seattle LGBTQ Commission. Prior to 2014, OCR had two positions supporting the commissions. In 2014, a re-organization shifted one of the positions to the RSJI team in recognition of the increasing RSJI body of work across the City. Because the demand for OCR RSJI training, policy and toolkit support has continued to increase, OCR needs to maintain and increase the level of RSJI staffing. The position will provide administrative support on various tasks, staff commission meetings, manage the recruitment and appointment process, onboard new commissioners, deliver coordinate

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commissioner training, assist with coordinating of commissions events, and provide appropriate liaison duties between commissions and City departments, Council staff, and the Mayor's Office.

Increase Race and Social Justice Training Capacity

Expenditures	\$149,413
Position Allocation	1.00

This items adds a Strategic Advisor 1, Exempt position to increase RSJI training capacity to the department. In May 2018 the Mayor issued Executive Order (EO) 2018-04: Anti-Harassment and Anti-Discrimination. Among other things, the EO tasked the Seattle Department of Human Resources (SDHR) director and the OCR director to develop anti-harassment and anti-discrimination training. To respond to the EO, and meet department training needs, the 2020 Proposed budget adds two positions to SDHR and one position to OCR. SDHR is the lead department on the EO and the training plan. The SDHR positions are described in the SDHR section of the budget. The OCR position is focused on adding capacity to the department for RSJI trainings and partnering with SDHR to embed RSJI in the anti-harassment and anti-discrimination trainings.

Council

Add \$15,000 GF to OCR for Human Rights Day

Expenditures	\$15,000
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This Council Budget Action adds \$15,000 GF to the Office for Civil Rights (OCR) to create a stable source of funding for the City's "Human Rights Day" Celebration. In 2012, the City reaffirmed its commitment to promote human rights by proclaiming Seattle a "Human Rights City" and adopting the Universal Declaration of Human Rights through Resolution 31420. A "Human Rights City" consciously aspires to respect, protect, and fulfill universal human rights as spelled out in the Universal Declaration of Human Rights. Along the same lines, the City has been celebrating Human Rights Day since 2000, and the 2020 celebration will be the 21st annual celebration.

Add \$15,000 GF to OCR to fund Indigenous People's Day celebrations and impose a proviso

Expenditures	\$15,000
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This Council Budget Action adds \$15,000 GF to the Office for Civil Rights (OCR) to create a stable source of funding for the City of Seattle's annual Indigenous People's Day celebration, including but not limited to the morning march, the daytime City Hall celebration, and the evening celebration at the Day Break Star Center. The Council Budget Action also imposes a proviso. The proviso language is included in the proviso section below.

Add \$15,000 GF to OCR to fund the City's MLK Jr. Unity Day celebration

Expenditures	\$15,000
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This Council Budget Action would add \$15,000 GF to the Office for Civil Rights (OCR) to provide a stable source of funding for the City's Martin Luther King, Jr. (MLK Jr.) Unity Day celebrations. The City first began programming to celebrate MLK Jr. Unity Day celebrations in 2015, and the City has sponsored a celebration each year since then. The 2020 celebration will be the 6th annual Unity Day.

Add \$252,876 GF to OCR for 2.0 FTEs to address capacity issues

Expenditures	\$252,876
Position Allocation	2.00

This Council Budget Action adds two positions to OCR: 1.0 FTE dispute resolution mediator for a restorative justice approach to resolution of cases regarding violation of the City's civil rights laws and a 1.0 FTE planning and development specialist II position to help with community outreach. These positions were added as two part-time

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temporary positions in the 2019 Second Quarter Supplemental Budget, supported by one-time funding for 2019. This Council Budget Action would convert these two part-time, temporary positions into two permanent, full-time positions.

Cut \$52,404 GF from OCR and delay hiring of new positions by three months

Expenditures \$(52,404)

This Council Budget Action cuts funding from the Office for Civil Rights (OCR) by delaying hiring for the two proposed position additions in the 2020 Proposed Budget by three months rather than supporting full-year costs.

Add \$170,000 for Criminal Legal System Alignment

Expenditures \$170,000

This Council Budget action adds \$30,000 for community engagement sessions and \$140,000 for partnership, outreach, and engagement related to criminal legal system realignment. This budget action includes two provisos which are included in the proviso section below.

Council Provisos

"Of the appropriation in the 2020 budget for the Office for Civil Rights, \$30,000 is appropriated solely for community engagement sessions led by the Office for Civil Rights and the Legislative Department and may be spent for no other purpose. These funds are intended to support the Council's criminal legal system alignment work to engage with stakeholders, including persons currently or formerly incarcerated and communities most impacted by the criminal legal system, and staff in relevant City departments, including the City Attorney's Office, Seattle Municipal Court, and the Criminal Justice Equity Team. Furthermore, none of the money so appropriated may be spent until authorized by future ordinance. Council anticipates that such authority will not be granted until the Office for Civil Rights provides to the chair of the committee with jurisdiction over public safety a plan for how the money will be spent for this purpose."

"Of the appropriation in the 2020 budget for the Office for Civil Rights, \$140,000 is appropriated solely for partnership, outreach, and engagement related to criminal legal system alignment, strategic plan development, and implementation efforts, including the work described in Council Budget Action CJ-2-B-2, Council Budget Action CJ-3-A-2, and Statement of Legislative Intent CJ-21-A-2 and may be used for no other purpose. Furthermore, none of the money so appropriated may be spent until authorized by future ordinance. Council anticipates that such authority will not be granted until the Office for Civil Rights provides to the chair of the committee with jurisdiction over public safety a plan for how the money will be spent for this purpose."

"Of the appropriation in the 2020 budget for the Office for Civil Rights, \$50,000 is appropriated solely for grants to community-based organizations responding to hate violence and creating a mechanism for sharing hate crime data reported to these organizations and may be spent for no other purpose."

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Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Adopted
Appropriations				
OCR - BO-CR-X1R00 - Civil Rights				
00100 - General Fund	4,943,332	4,864,563	6,042,306	7,055,083
Total for BSL: BO-CR-X1R00	4,943,332	4,864,563	6,042,306	7,055,083
Department Total	4,943,332	4,864,563	6,042,306	7,055,083
Department Full-Time Equivalents Total*	28.00	31.00	31.00	35.00

** 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*

Budget Summary by Fund Office for Civil Rights

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Adopted
00100 - General Fund	4,943,332	4,864,563	6,042,306	7,055,083
Budget Totals for OCR	4,943,332	4,864,563	6,042,306	7,055,083

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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	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Adopted
Civil Rights	1,263,056	1,124,586	1,135,313	-
Civil Rights Enforcement	-	-	-	1,672,560
Leadership and Administration	2,487,725	1,878,884	2,996,125	2,907,214
Policy	555,586	801,036	919,128	1,245,845
RSJI	636,965	1,060,058	991,740	1,229,464
Total	4,943,332	4,864,563	6,042,306	7,055,083
Full-time Equivalents Total*	28.00	31.00	31.00	35.00

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

Civil Rights

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Adopted
Civil Rights	1,263,056	1,124,586	1,135,313	-
Full Time Equivalents Total	12.00	12.00	12.00	-

Civil Rights Enforcement

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Adopted
Civil Rights Enforcement	-	-	-	1,672,560
Full Time Equivalents Total	-	-	-	14.00

Leadership and Administration

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Adopted
Leadership and Administration	2,487,725	1,878,884	2,996,125	2,907,214
Full Time Equivalents Total	4.00	5.00	5.00	5.00

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Policy

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Adopted
Policy	555,586	801,036	919,128	1,245,845
Full Time Equivalents Total	5.00	7.00	7.00	8.00

RSJI

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Adopted
RSJI	636,965	1,060,058	991,740	1,229,464
Full Time Equivalents Total	7.00	7.00	7.00	8.00