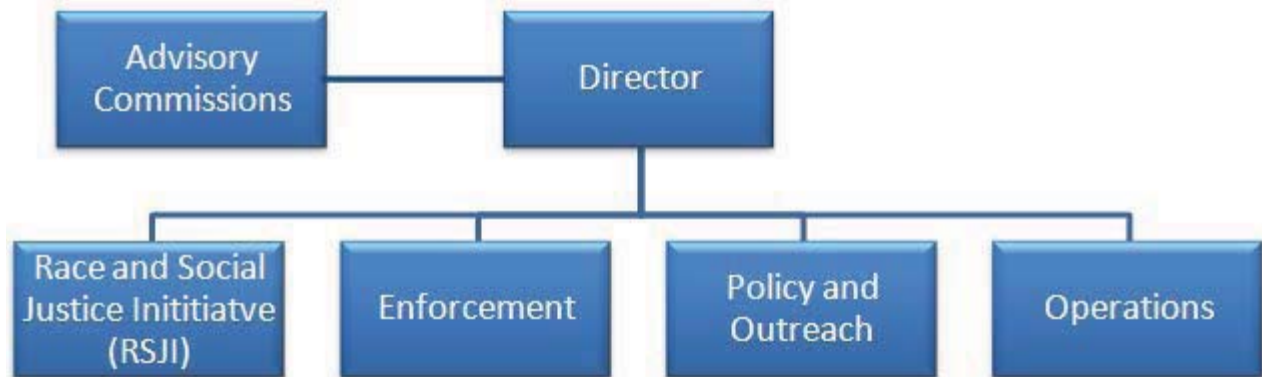


# Seattle Office for Civil Rights

Julie Nelson, Director

Department Information Line: (206) 684-4500

On the Web at: <http://www.seattle.gov/civilrights/>



## Department Overview

The Seattle Office for Civil Rights (SOCR) works to advance opportunity and achieve equity in Seattle. The office works to ensure that everyone in Seattle has equal access to housing, employment, public accommodations, contracting, and lending. SOCR investigates and enforces City, state, and federal anti-discrimination laws, and provides public policy recommendations to the Mayor, the City Council, and other City departments. The Office develops and implements policies and programs promoting justice, fairness, and equity. It also administers the Title VI program of the 1964 Civil Rights Act which relates to physical access to governmental facilities, projects, and programs.

Since 2004, the Office has led 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 are to:

- end racial disparities internal to the City;
- strengthen the way the City engages the community and provides services; and,
- eliminate race-based disparities in our communities.

Beginning September 1, 2012, SOCR is responsible for implementation and enforcement of the City's Paid Sick and Safe Leave Ordinance (Ordinance #123698). SOCR also develops anti-discrimination programs and policies, and enhances awareness through free education and outreach to businesses, community groups, and the general public. The Office works closely with immigrants, people of color, women, lesbian, gay, bisexual, transgender, and queer communities, and people with disabilities and their advocates, to inform them of their rights under the law. The Office publishes a wide array of printed materials, many of which are translated into other languages.

SOCR staffs four volunteer commissions - the Human Rights, Women's, the Lesbian, Gay, Bisexual, and Transgender, and People with Disabilities Commissions - which advise the Mayor and the City Council on relevant issues.

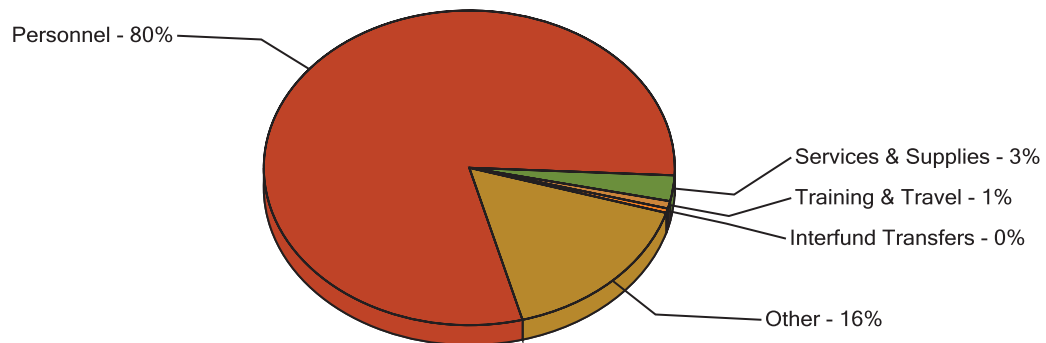
## Seattle Office for Civil Rights

### Budget Snapshot

Department Support	2011 Actual	2012 Adopted	2013 Adopted	2014 Endorsed
General Fund Support	\$2,322,958	\$2,566,277	\$2,723,498	\$2,885,852
<b>Total Operations</b>	<b>\$2,322,958</b>	<b>\$2,566,277</b>	<b>\$2,723,498</b>	<b>\$2,885,852</b>
<b>Total Appropriations</b>	<b>\$2,322,958</b>	<b>\$2,566,277</b>	<b>\$2,723,498</b>	<b>\$2,885,852</b>
Full-time Equivalent Total*	21.50	22.50	23.00	23.00

\* 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.

### 2013 Adopted Budget - Expenditure by Category



### Budget Overview

Through careful financial management and reductions that allow for a reprioritization of resources, the Seattle Office of Civil Rights (SOCR) will make strategic budget reductions. SOCR reviewed all program areas and in doing so, was able to preserve direct services. The 2013 Adopted and 2014 Endorsed budgets provide resources for the Race and Social Justice Initiative (RSJI), enforcement and outreach functions, and maintains support to four commissions.

SOCR works in conjunction with the Equal Employment Opportunity Commission (EEOC) and Housing and Urban Development (HUD) to investigate discrimination in housing and employment cases as well as enforce anti-discrimination laws for the City of Seattle. In order to maintain these partnerships, SOCR has monthly case processing related performance measures that must be met for both EEOC and HUD. As department workloads

## Seattle Office for Civil Rights

and case processing schedules were reviewed, the Department prioritized functions to ensure that its ability to meet these performance criteria would be preserved.

SOCR will prioritize the Department's work to account for work plan commitments and high case processing periods, while still maintaining federal performance measures for case resolution timeframes. Continued support for RSJI is a priority for the Mayor and the City Council. In addition to working to end institutionalized racism and race-based disparities in City government, the next planned phase of RSJI is focused on eliminating racial inequity in the community.

In developing the 2013 Adopted and 2014 Endorsed budgets, SOCR focused on providing direct services and meeting enforcement performance measures. The 2013 Adopted and 2014 Endorsed budgets reduce operating expenses and professional service contracts. SOCR will leverage existing community partnerships to continue to support RSJI community trainings and events despite the proposed reductions.

### City Council Changes to Proposed Budget

The City Council added funding for two items in the SOCR budget. The first adjustment provides funding for technical assistance for Seattle's network of human service agencies to build their capacity to address structural racism. The second change adds a half-time Senior Planning and Development Specialist position to provide additional outreach and technical support to the business community.

## Incremental Budget Changes

### Seattle Office for Civil Rights

	2013		2014	
	Budget	FTE	Budget	FTE
<b>Total 2012 Adopted Budget</b>	<b>\$ 2,566,777</b>	<b>22.50</b>	<b>\$ 2,566,777</b>	<b>22.50</b>
<b>Baseline Changes</b>				
Citywide Adjustments for Standard Cost Changes	\$ 101,123	0.00	\$ 184,580	0.00
<b>Proposed Policy Changes</b>				
Reduce Professional Services	-\$ 15,000	0.00	-\$ 15,345	0.00
Reduce Operating Expenses	-\$ 25,000	0.00	-\$ 25,500	0.00
<b>Proposed Technical Changes</b>				
Final Citywide Adjustments for Standard Cost Changes	-\$ 13,703	0.00	\$ 27,617	0.00
<b>Council Phase Changes</b>				
Technical Assistance to Address Structural Racism	\$ 60,000	0.00	\$ 61,380	0.00
Support to the Business Community	\$ 49,301	0.50	\$ 86,343	0.50
<b>Total Incremental Changes</b>	<b>\$ 156,721</b>	<b>0.50</b>	<b>\$ 319,075</b>	<b>0.50</b>
<b>2013 Adopted/2014 Endorsed Budget</b>	<b>\$ 2,723,498</b>	<b>23.00</b>	<b>\$ 2,885,852</b>	<b>23.00</b>

# Seattle Office for Civil Rights

## Descriptions of Incremental Budget Changes

### Baseline Changes

#### **Citywide Adjustments for Standard Cost Changes - \$101,123**

Citywide technical adjustments made in the "Baseline Phase" reflect changes due to inflation, central cost allocations, retirement, health care, workers' compensation, and employment costs. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Policy Changes

#### **Reduce Professional Services - (\$15,000)**

SOCR-sponsored RSJI community trainings and events will continue; however, funding for professional services to support these efforts will be reduced.

#### **Reduce Operating Expenses - (\$25,000)**

Expenditures for advertising, printing, subscriptions and volunteer recognition are reduced and reprioritized. The reductions will not affect the department's ability to meet key RSJI goals in 2013 and 2014.

### Proposed Technical Changes

#### **Final Citywide Adjustments for Standard Cost Changes - (\$13,703)**

Citywide technical adjustments made in the "Proposed Phase" reflect changes due to inflation, central cost allocations, retirement, health care, workers' compensation, and unemployment costs. These adjustments typically reflect updates to preliminary cost assumptions established in the "Baseline Phase."

### Council Phase Changes

#### **Technical Assistance to Address Structural Racism - \$60,000**

The Council added funding for technical assistance for Seattle's network of human service agencies to build their capacity to address structural racism. Four types of technical assistance to human services agencies will be provided: (1) training; (2) organizational assessment of cultural competence and structural racism, and assistance in doing the analysis necessary to unpack institutional racism; (3) support essential to carry out anti-racism strategies, such as creating, printing, and translating materials; and (4) support of partnerships across organizations.

#### **Support to the Business Community - \$49,301/.50 FTE**

This Council adjustment adds a half-time Senior Planning and Development Specialist position and resources to provide additional outreach and technical support to the business community. This business liaison position will work with business stakeholders to develop and carry out more robust short- and long-term outreach and engagement strategies; provide focused technical assistance to help businesses become aware of and meet anti-discrimination requirements; work within SOCR to represent the concerns of businesses when administrative rules are developed to carry out programs such as the new Paid Sick and Safe Time program; and expand the engagement of the business community with the Race and Social Justice Community Roundtable.

# Seattle Office for Civil Rights

## City Council Provisos

There are no Council provisos.

## Expenditure Overview

Appropriations	Summit Code	2011 Actual	2012 Adopted	2013 Adopted	2014 Endorsed
Civil Rights Budget Control Level	X1R00	2,322,958	2,566,277	2,723,498	2,885,852
<b>Department Total</b>		<b>2,322,958</b>	<b>2,566,277</b>	<b>2,723,498</b>	<b>2,885,852</b>
<b>Department Full-time Equivalents Total*</b>		<b>21.50</b>	<b>22.50</b>	<b>23.00</b>	<b>23.00</b>

\* 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.

## Appropriations By Budget Control Level (BCL) and Program

### Civil Rights Budget Control Level

The purpose of the Civil Rights Budget Control Level is to work toward eliminating 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. The Office seeks to encourage and promote equal access and opportunity, diverse participation, and social and economic equity. In addition, the Office is responsible for directing the Race and Social Justice Initiative, leading other City departments to design and implement programs that help eliminate institutionalized racism.

Program Expenditures	2011 Actual	2012 Adopted	2013 Adopted	2014 Endorsed
Civil Rights	2,322,958	2,566,277	2,723,498	2,885,852
<b>Total</b>	<b>2,322,958</b>	<b>2,566,277</b>	<b>2,723,498</b>	<b>2,885,852</b>
Full-time Equivalents Total*	21.50	22.50	23.00	23.00

\* 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.