

Office of the Employee Ombud

Amarah Khan, Director

(206) 256-5982

<https://www.seattle.gov/ombud><https://www.seattle.gov/ombud><https://www.seattle.gov/ombud>

Department Overview

In 2018 Executive Order 2018-04 created the **Office of Employee Ombud (OEO)** following the recommendations issued by the Anti-Harassment Inter-departmental Team on improving the City's workplace culture. The OEO's mission is to support City employees in all branches of City government in assessing their concerns regarding workplace conduct that may be considered inappropriate; may constitute harassment, discrimination, or retaliation; and/or is in conflict with the City's Personnel Rules, Citywide workplace expectations, and other City policies.

The OEO provides assistance to City employees through a variety of means including conflict management and resolution; clarifying the City's processes and systems for reporting and investigations; facilitating discussions to break down miscommunication; providing the contact for represented employees' unions; and understanding what remedies are available through State or Federal agencies. The OEO also supports employees with referrals to the City's contracted Employees Assistance Program (EAP) for appropriate emotional assistance.

The OEO offers trainings and capacity building to City departments so that practices and behaviors that cause conflict among us can be addressed in a proactive manner. The OEO submits an annual report to the Mayor's Office and City Council that addresses issues extending beyond the experiences of individual employees. The report includes recommendations to clarify the City's Personnel Rules, complaint and investigations systems or trainings, and share information on patterns of inappropriate workplace conduct at the City.

Budget Snapshot

	2022 Actuals	2023 Adopted	2024 Endorsed	2024 Proposed
Department Support				
General Fund Support	986,567	1,151,997	1,159,529	1,161,436
Total Operations	986,567	1,151,997	1,159,529	1,161,436
Total Appropriations	986,567	1,151,997	1,159,529	1,161,436

Full-Time Equivalents Total* 6.00 6.00 6.00 6.00

* 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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Incremental Budget Changes

Office of the Employee Ombud

	2024 Budget	FTE
Total 2024 Endorsed Budget	1,159,529	6.00
 Baseline		
Citywide Adjustments for Standard Cost Changes	1,907	-
Total Incremental Changes	\$1,907	-
Total 2024 Proposed Budget	\$1,161,436	6.00

Description of Incremental Budget Changes

Baseline

Citywide Adjustments for Standard Cost Changes

Expenditures \$1,907

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.

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2023-24 Proposed Mid-Biennial Budget Adjustments - Expenses

Budget Summary Level	Fund	Budget Process Phase Endorsed	Proposed Changes	Grand Total
Office of Employee Ombud	00100 - General Fund	1,159,529	1,907	1,161,436
Office of Employee Ombud Total		1,159,529	1,907	1,161,436
Grand Total		1,159,529	1,907	1,161,436