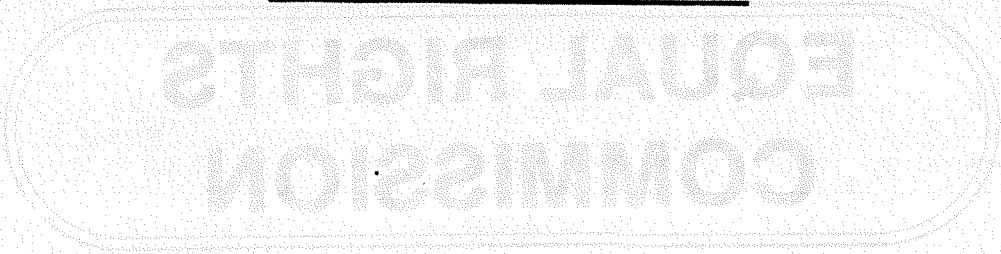


**EQUAL RIGHTS  
COMMISSION**

**EQUAL RIGHTS COMMISSION**



Assembly

Mayor

Equal Rights  
Commission  
1050

**DEPARTMENT SUMMARY**

**DEPARTMENT**

**EQUAL RIGHTS COMMISSION**

**MISSION**

To enforce Title 5 (Equal Rights) of the Anchorage Municipal Code through screening, docketing, investigating, and prosecuting complaints of discrimination; and, to eliminate illegal discrimination in the Municipality of Anchorage.

**MAJOR PROGRAMMING HIGHLIGHTS**

- Receive and process approximately 1,200 inquiries regarding illegal discrimination and agency operations.
- Docket and investigate approximately 256 discrimination complaints.
- Convert a part-time position to full time with revenue from Department of Housing and Urban Development.
- Continue outreach efforts with emphasis on education to prevent illegal discrimination.
- Provide support services throughout the year to the Equal Rights Commissioners.

**RESOURCES**

	1990	1991
Direct Costs	\$ 421,620	\$ 466,500
Program Revenues	\$ 64,820	\$ 89,250
Personnel	7FT 1PT	8FT

1991 RESOURCE PLAN

DEPARTMENT: EQUAL RIGHTS COMMISSION

DIVISION	FINANCIAL SUMMARY		PERSONNEL SUMMARY							
	1990 REVISED	1991 BUDGET	1990 REVISED		1991 BUDGET					
			FT	PT	T	TOTAL	FT	PT	T	TOTAL
EQUAL RIGHTS COMMISSION	421,620	466,500	7	1		8	8			8
OPERATING COST	421,620	466,500	7	1		8	8			8
ADD DEBT SERVICE	0	0								
DIRECT ORGANIZATION COST	421,620	466,500								
ADD INTRAGOVERNMENTAL CHARGES FROM OTHERS	76,360	82,730								
TOTAL DEPARTMENT COST	497,980	549,230								
LESS INTRAGOVERNMENTAL CHARGES TO OTHERS	0	0								
FUNCTION COST	497,980	549,230								
LESS PROGRAM REVENUES	64,820	89,250								
NET PROGRAM COST	433,160	459,980								

1991 RESOURCES BY CATEGORY OF EXPENSE

DIVISION	PERSONAL SERVICES	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	TOTAL DIRECT COST
EQUAL RIGHTS COMMISSION	424,300	4,210	39,580	4,450	472,540
DEPT. TOTAL WITHOUT DEBT SERVICE	424,300	4,210	39,580	4,450	472,540
LESS VACANCY FACTOR					6,040
ADD DEBT SERVICE					
TOTAL DIRECT ORGANIZATION COST	418,260	4,210	39,580	4,450	466,500

RECONCILIATION FROM 1990 REVISED TO 1991 BUDGET
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DEPARTMENT: EQUAL RIGHTS COMMISSION

	DIRECT COSTS	POSITIONS		
		FT	PT	T
1990 REVISED BUDGET:	\$ 421,620	7FT	1PT	
Amount Required to Continue Existing Programs in 1991:	22,570			
REDUCTIONS TO EXISTING PROGRAMS:				
- None				
EXPANSIONS IN EXISTING PROGRAMS:				
- Housing Specialist	24,430	1FT	(1PT)	
NEW PROGRAMS:				
- None				
MISCELLANEOUS INCREASES (DECREASES):				
- Allowance for Inflation	(1,960)			
- Medical/Dental Contract Adjustment	(160)			
1991 BUDGET	\$ 466,500	8FT	-0-	

## 1991 PROGRAM PLAN

DEPARTMENT: EQUAL RIGHTS COMMISSION DIVISION:  
PROGRAM: Agency Operations/Code Enforcement

### PURPOSE:

To manage the agency and monitor enforcement of the civil rights laws of the Municipality of Anchorage prohibiting discrimination; to provide Commissioners with stipends for commission meetings; and, to investigate assigned civil rights complaints alleging violations of AMC, Title 5.

### 1990 PERFORMANCES:

- Provide management of administrative, investigative and Commissioner actions
- Review for approval approximately 156 completed AERC investigations within 15 days of recommendation
- Docket approximately 50 co-filed complaints within 10 days of receipt
- Review for adoption approximately 100 co-filed complaint investigations within 30 days of closure
- Support Commissioner activities
- Budgeting, accounting, and contract monitoring
- Provide Commissioners with stipends for commission meetings.
- To complete intake interviews for approximately 225 assigned intake questionnaires within 5 days of assignment
- To prepare and file approximately 140 AERC complaints
- To complete approximately 56% of AERC investigations within 180 days

### 1991 OBJECTIVES:

- Provide management of administrative, investigative and Commissioner actions
- Review for approval approximately 222 completed AERC investigations within 15 days of recommendation
- Docket approximately 50 co-filed complaints within 10 days of receipt
- Review for adoption approximately 100 co-filed complaint investigations within 30 days of closure
- Support Commissioner activities
- Budgeting, accounting, and contract monitoring
- Provide Commissioners with stipends for commission meetings
- To complete intake interviews for approximately 256 assigned intake questionnaires within 5 days of assignment
- To prepare and file approximately 206 AERC complaints
- To complete approximately 56% of AERC investigations within 180 days

1991 P R O G R A M P L A N

DEPARTMENT: EQUAL RIGHTS COMMISSION DIVISION:  
 PROGRAM: Agency Operations/Code Enforcement  
 RESOURCES:

	1989 REVISED			1990 REVISED			1991 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	5	0	0	5	0	5	5	0	0
PERSONAL SERVICES	\$	246,440		\$	261,740		\$	272,600	
SUPPLIES		4,210			4,210			4,210	
OTHER SERVICES		31,100			21,200			20,650	
CAPITAL OUTLAY		7,800			800			0	
TOTAL DIRECT COST:	\$	289,550		\$	287,950		\$	297,460	
PROGRAM REVENUES:	\$	40,150		\$	53,780		\$	38,000	

PERFORMANCE MEASURES:

- Discrimination complaints filed and co-filed		229		192		256
- Regular Commission meetings		4		5		5
- Commission Committee meetings		1		20		48
- Discrimination complaints assigned		144		156		158
- Investigations completed		165		156		174

5 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:

1







1991 P R O G R A M P L A N

DEPARTMENT: EQUAL RIGHTS COMMISSION DIVISION:  
 PROGRAM: Commissioner Hearings/Legal Expenses

PURPOSE:

To provide Commissioners with Hearing Examiners to conduct hearings and prepare written recommendations after public hearing. To provide legal services for Commissioners in case related issues.

1990 PERFORMANCES:

- Provide Commissioners with Hearing Examiners to conduct hearings and prepare written recommendations after hearings
- Provide Commissioners with legal services in case related issues

1991 OBJECTIVES:

- Provide Commissioners with Hearing Examiners to conduct hearings and prepare written recommendations after hearings
- Provide Commissioners with legal services in case related issues

RESOURCES:

	1989 REVISED			1990 REVISED			1991 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	0	0	0	0	0	0	0	0	0
OTHER SERVICES			9,290			22,580			17,380
TOTAL DIRECT COST:	\$		9,290	\$		22,580	\$		17,380

PERFORMANCE MEASURES:

- Conduct hearing & issue draft findings within 60 days of hearing
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5 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:

5

1991 P R O G R A M P L A N

DEPARTMENT: EQUAL RIGHTS COMMISSION DIVISION:  
PROGRAM: Code Enforcement

PURPOSE:

Funding for a position to investigate assigned housing complaints alleging violations of Anchorage Municipal Code, Title 5, Section 5., and Title VIII of the Civil Rights Act of 1968

1990 PERFORMANCES:

- To complete intake interviews for approximately 19 assigned intake questionnaires within 5 days of assignment
- To prepare and file approximately 19 housing discrimination complaints
- To complete approximately 19 housing discrimination complaints within 180 days

1991 OBJECTIVES:

- To complete intake interviews for approximately 48 assigned intake questionnaires within 5 days of assignment
- To prepare and file approximately 48 housing discrimination complaints
- To complete approximately 48 housing discrimination complaints within 180 days

RESOURCES:

	1989 REVISED			1990 REVISED			1991 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	0	0	0	0	1	0	1	0	0
PERSONAL SERVICES	\$		0	\$	10,850		\$	41,360	
OTHER SERVICES			9,750		190			950	
CAPITAL OUTLAY			0		0			4,450	
TOTAL DIRECT COST:	\$		9,750	\$	11,040		\$	46,760	
PROGRAM REVENUES:	\$		9,750	\$	11,040		\$	51,250	

PERFORMANCE MEASURES:

- Housing intake questionnaires assigned 19 19 48
- Housing discrimination complaints assigned 19 19 48
- Housing investigations completed 19 19 48

5 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:

4