

EQUAL RIGHTS COMMISSION

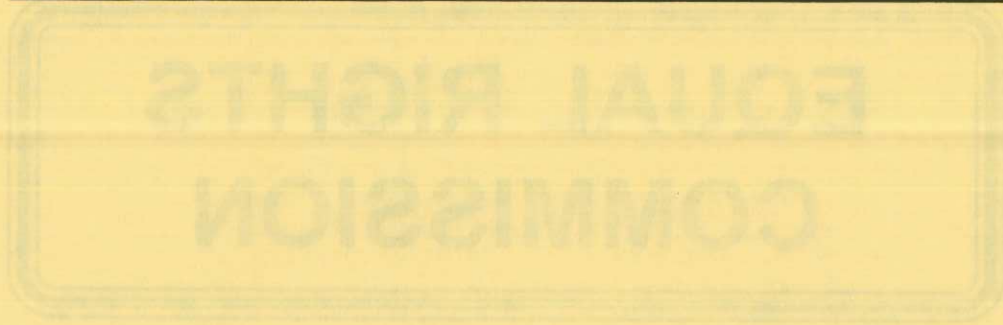
EQUAL RIGHTS COMMISSION

Mayor

Assembly

Equal Rights
Commission
1989

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Assembly

Mayor

**Equal Rights
Commission
1050**

DEPARTMENT SUMMARY

Department

EQUAL RIGHTS COMMISSION

Mission

The purpose of the Anchorage Equal Rights Commission (AERC) is to prevent and eliminate discrimination within the geographic boundaries of the Municipality of Anchorage. Title V of the Anchorage Municipal Code provides protection from discrimination as to race, color, sex, religion, national origin, marital status, age, or physical and mental disability and it covers the areas of employment, housing, public accommodations, educational and financial institutions and programs and services provided by the Municipality of Anchorage.

Major Department Highlights

- Respond to 750 inquiries of discrimination within the geographic boundaries of Anchorage. File and investigate 60 cases of alleged discrimination in Anchorage.
- Mediate and issue 20 pre-determination settlements prior to case finding.
- Conduct 12 workshops regarding diversity, sexual harassment, and ADA awareness for the general public.
- Conduct and organize quarterly meetings for the AERC Commission. The AERC Commissioners review cases going to public hearing, organize AERC community outreach and education activities, conduct and organize standing committee activities and conduct an annual evaluation of executive director.
- Provide technical and administrative support for the Minority Community Police Relations Task Force and the Municipal Fair Housing Alliance.
- Produce 2000 annual report (on line and printed copy).

RESOURCES

	2000	2001
Direct Costs	\$ 458,760	\$ 341,280
Program Revenues	\$ 36,500	\$ 36,500
Personnel	6 FT	3 FT 2 PT
Grant Budget	\$ 5,500	\$ 0
Grant Personnel	0	0

2001 RESOURCE PLAN

DEPARTMENT: EQUAL RIGHTS COMMISSION

DIVISION	FINANCIAL SUMMARY		PERSONNEL SUMMARY			
	2000 REVISED	2001 BUDGET	2000 REVISED		2001 BUDGET	
			FT	PT	T	TOTAL
EQUAL RIGHTS COMMISSION	458,760	341,280	6			6
OPERATING COST	458,760	341,280	6			6
ADD DEBT SERVICE	0	0				
DIRECT ORGANIZATION COST	458,760	341,280				
ADD INTRAGOVERNMENTAL CHARGES FROM OTHERS	111,770	72,220				
TOTAL DEPARTMENT COST	570,530	413,500				
LESS INTRAGOVERNMENTAL CHARGES TO OTHERS	0	0				
FUNCTION COST	570,530	413,500				
LESS PROGRAM REVENUES	36,500	36,500				
NET PROGRAM COST	534,030	377,000				

2001 RESOURCES BY CATEGORY OF EXPENSE

DIVISION	PERSONAL SERVICES	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	TOTAL DIRECT COST
EQUAL RIGHTS COMMISSION	316,270	2,500	22,510		341,280
DEPT. TOTAL WITHOUT DEBT SERVICE	316,270	2,500	22,510		341,280
LESS VACANCY FACTOR					
ADD DEBT SERVICE					
TOTAL DIRECT ORGANIZATION COST	316,270	2,500	22,510		341,280

RECONCILIATION FROM 2000 REVISED BUDGET TO 2001 BUDGET

DEPARTMENT: EQUAL RIGHTS COMMISSION

	<u>DIRECT COSTS</u>	<u>POSITIONS</u>		
		FT	PT	T
2000 REVISED BUDGET:	\$ 458,760	6		
2000 ONE-TIME REQUIREMENTS:				
- Contract for legal services	(8,000)			
AMOUNT REQUIRED TO CONTINUE EXISTING PROGRAMS IN 2001:				
- Salaries and benefits adjustment	4,100			
TRANSFERS (TO)/FROM OTHER AGENCIES:				
- None				
MISCELLANEOUS INCREASES (DECREASES):				
- None				
2001 CONTINUATION LEVEL:	<u>\$ 454,860</u>	<u>6</u>	<u>0</u>	<u>0</u>
PROGRAMMATIC BUDGET CHANGES:				
- AERC staff would be reduced from six to five which will reduce by one-third the number of complaints investigated	\$ (89,580)	(3)	2	
- No public hearings funded for FY 2001	(24,000)			
2001 PROPOSED BUDGET:	<u><u>\$ 341,280</u></u>	<u><u>3</u></u>	<u><u>2</u></u>	<u><u>0</u></u>

2001 PROGRAM PLAN

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

PURPOSE:

To eliminate and prevent illegal discrimination within the Municipality of Anchorage. Anchorage Equal Rights Commission enforces Title 5 of the Anchorage Municipal Code which provides protection from discrimination as to race, sex, religion, national origin, age, marital status, and disability.

2000 PERFORMANCES:

- Responded to 750 inquiries of discrimination within the geographic boundaries of Anchorage.
- Filed and investigated 90 cases of illegal discrimination.
- Mediated & issued 25 pre-determination settlements prior to case finding.
- Conducted 50 programs for the community on the Anchorage Equal Rights Commission's (AERC) services.
- Conducted and organized quarterly meetings of the AERC Commission. The Commission reviewed cases going to public hearing, developed annual evaluation of executive director and staff attorney, conducted and organized standing committee functions.

2001 PERFORMANCE OBJECTIVES:

- Respond to 750 inquiries of discrimination within the geographic boundaries of Anchorage.
- File & investigate 60 cases of alleged discrimination in Anchorage.
- Mediate and issue 20 pre-determination settlements prior to case finding
- Conduct 12 trainings regarding diversity, sexual harrassment, ADA awareness for the general public.
- Conduct & organize quarterly meetings of the AERC Commission. The AERC Commissioners review cases going to public hearing, develop annual evaluation of the executive director and staff attorney, and conduct and organize standing committee activities
- Schedule and conduct public hearings (depending on Assembly funding).

2001 PROGRAM PLAN

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

	1999 REVISED			2000 REVISED			2001 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	6	0	0	6	0	0	3	2	0
PERSONAL SERVICES	\$	401,010		\$	389,410		\$	316,270	
SUPPLIES		2,500			2,500			2,500	
OTHER SERVICES		59,350			66,850			22,510	
TOTAL DIRECT COST:	\$	462,860		\$	458,760		\$	341,280	
PROGRAM REVENUES:	\$	36,500		\$	36,500		\$	36,500	

WORK MEASURES:

- Inquiries and telephone calls		1,550		3,100		1,550
- Log/assign intake questionnaires		215		430		215
- Discrimination complaints assigned		150		300		150
- Investigations completed		125		200		50
- Docket and inventory co-filed cases		165		275		55
- Conduct hearings and issue draft findings within 60 days		2		4		1
- Draft proposed ordinances/resolutions/AIMs		2		2		2
- Regular commission meetings		4		4		4
- Outreach presentations		36		36		36

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

1

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COMMISSION**

OPERATING GRANT FUNDED PROGRAMS

GRANT PROGRAM	FY 2000 (Grants beginning in 1999)				FY 2001 (Grants beginning in 2000)				LATEST GRANT PERIOD
	Amount	FT	PT	T	Amount	FT	PT	T	
GRANT FUNDING	\$ 5,500	0	0	0	\$ -	0	0	0	
EQUAL RIGHTS COMMISSION GENERAL GOVERNMENT OPERATING BUDGET	\$ 458,760	6	0	0	\$ 341,280	3	2	0	
	\$ 464,260	6	0	0	\$ 341,280	3	2	0	

GRANT FUNDING REPRESENTED 1.2% OF THE DEPARTMENT'S REVISED 2000 DIRECT COST OPERATING BUDGET.

GRANT FUNDING SHOULD ADD 0.0% TO DEPARTMENT'S DIRECT COST IN THE MAYOR'S 2001 OPERATING BUDGET.

ANCHORAGE FAIR HOUSING EDUCATION GRANT	\$ 5,500	\$ n/a	0	0	0	7/1/99 - 12/31/2000
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- Monies will be used to develop educational information and promotional materials informing disabled residents of their fair housing rights.

Total	\$ 5,500	0	0	0	\$ -	0	0	0
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MUNICIPALITY OF ANCHORAGE
2001 DEPARTMENT RANKING

DEPT: 02 -EQUAL RIGHTS COMMISSION

DEPT	BUDGET UNIT/	SL	SVC
RANK	PROGRAM	CODE	LVL

1	1050-EQUAL RIGHTS COMMISSION	CB	1	Manage the agency and monitor
	0032-Agency Operations/Code En		OF	enforcement of the Civil Rights Laws
	SOURCE OF FUNDS, THIS SVC LEVEL:		5	of the MOA prohibiting discrimination;
	TAX SUPPORT			provide service support to 9-member
				Commission; provide Commissioners with
	PROGRAM REVENUES	36,500		stipends for meetings; monitor Federal
				contract; respond to inquiries; conduct
				complaint in-take screening; conduct
				investigations; conduct 1 public
				hearing.

PERSONNEL			PERSONAL	OTHER	DEBT	CAPITAL		
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
3	2	0	316,270	2,500	22,510	0	0	341,280

SUBTOTAL OF FUNDED SERVICE LEVELS, EQUAL RIGHTS COMMISSION

PERSONNEL			PERSONAL	OTHER	DEBT	CAPITAL		
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
3	2	0	316,270	2,500	22,510	0	0	341,280

----- DEPARTMENT OF EQUAL RIGHTS COMMISSION FUNDING LINE -----
 341,280

2	1050-EQUAL RIGHTS COMMISSION	CO	2	Conduct second public hearing and fund
	0032-Agency Operations/Code En		OF	the third human relations specialist.
	SOURCE OF FUNDS, THIS SVC LEVEL:		5	
	TAX SUPPORT			
	PROGRAM REVENUES	9,500		

PERSONNEL			PERSONAL	OTHER	DEBT	CAPITAL		
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
1	0	0	48,540	0	25,380	0	0	73,920

3 1050-EQUAL RIGHTS COMMISSION CO 3 Complete AERC investigations within 240
 0032-Agency Operations/Code En OF days of filing of complaint.
 SOURCE OF FUNDS, THIS SVC LEVEL: 5
 TAX SUPPORT
 PROGRAM REVENUES 0

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MUNICIPALITY OF ANCHORAGE
 2001 DEPARTMENT RANKING

DEPT: 02 -EQUAL RIGHTS COMMISSION

DEPT	BUDGET UNIT/	SL	SVC
RANK	PROGRAM	CODE	LVL

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	7,500	0	0	7,500

4 1050-EQUAL RIGHTS COMMISSION CO 4 Organize and conduct outreach programs
 0032-Agency Operations/Code En OF
 SOURCE OF FUNDS, THIS SVC LEVEL: 5
 TAX SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	5,000	0	0	5,000

5 1050-EQUAL RIGHTS COMMISSION CO 5 Increase contract for outside legal
 0032-Agency Operations/Code En OF services
 SOURCE OF FUNDS, THIS SVC LEVEL: 5
 TAX SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	0	0	0	0

TOTALS FOR DEPARTMENT OF EQUAL RIGHTS COMMISSION , FUNDED AND UNFUNDED

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
4	2	0	364,810	2,500	60,390	0	0	427,700