

CLERK'S OFFICE

APPROVED

Date: 6-11-02

IMMEDIATE RECONSIDERATION

FAILED 6-11-02

Submitted by: Assemblymembers TESCHE,
TAYLOR, TRAINI, Tremaine, Van Etten,
Shamberg, Whittle

Prepared by: Department of Assembly

For reading: May 21, 2002

ANCHORAGE, ALASKA

AO NO. 2002-88

AN ORDINANCE OF THE ANCHORAGE MUNICIPAL ASSEMBLY AMENDING AMC
TITLE 3, ADMINISTRATION, BY ENACTING A NEW CHAPTER 3.100 AND REQUIRING
PREPARATION AND IMPLEMENTATION OF AN AFFIRMATIVE ACTION PLAN

THE ANCHORAGE ASSEMBLY ORDAINS:

Section 1: That Anchorage Municipal Code Title 3, Administration, is amended by
enactment of a new Chapter 3.100 to read as follows:

Chapter 3.100

AFFIRMATIVE ACTION PLAN

- | | |
|-----------|---|
| 3.100.010 | Affirmative action plan required. |
| 3.100.020 | Implementation of affirmative action plan |
| 3.100.030 | Coordination with other plans. |

3.100.010 Affirmative action plan required.

- A. An affirmative action plan as defined under B below and applicable to general Municipal government and to all Municipal utilities shall be prepared, administered, and periodically updated as necessary.
- B. For the purposes of this Chapter, the Municipality's Affirmative Action Plan is a plan which will enable the Municipality to afford all present and prospective employees an equal opportunity for employment. These opportunities exist regardless of race, religion, color, natural origin, age, gender, physical or mental disability, and veteran status. The Plan is a written document through which management assures that all persons have equal opportunities in recruitment, selection, appointment, promotion, training, discipline, working conditions, salaries, and wages. The Plan shall be specifically tailored to the Municipality's work force, available skills, and contain specific actions with goals, timetables, responsibilities and resources to correct inadequacies that may exist in the degree to which the Municipal work force does not reflect the diversity of the Anchorage community. The Plan shall contain a current statistical analysis and comparison of the Municipal work force and the general population of Anchorage. The Plan shall also contain a result oriented program designed to achieve equal employment opportunity rather than simply a policy to assure non discrimination in Municipal personnel practices.

1 **3.100.020 Implementation of affirmative action plan.**

- 2
- 3 A. As provided by AMC 3.20.060, C.1.2a., the Department of Employee Relations shall
- 4 be responsible for the preparation, implementation, and periodic review of the
- 5 Affirmative Action Plan required under Section 3.100.010 of this Chapter.
- 6
- 7 B. The Affirmative Action Plan required under this Chapter and any amendments to the
- 8 Plan shall be submitted to the Anchorage Assembly for approval and shall become
- 9 official policy of the Municipality upon approval by the Assembly.

10

11 **3.100.030 Coordination with other plans.**

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13 Affirmative action plans required of the Municipality of Anchorage by the United States

14 Government or the State of Alaska shall, where inconsistent with the Plan or Plan

15 amendments adopted under this Chapter, take precedence.

16

17 Section 2: That by no later than November 1, 2002, the Mayor shall prepare and

18 submit to the Assembly for approval an Affirmative Action Plan which meets the

19 requirements of this Chapter.

20

21 Section 3: That this ordinance shall become effective immediately upon passage

22 and approval.

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24 PASSED AND APPROVED by the Anchorage Assembly this 11th day of

25 June, 2002.

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30 Chair

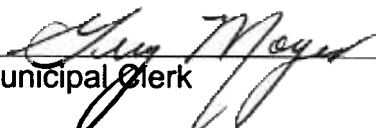
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32 ATTEST:

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37 Municipal Clerk

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45 EGJ/2002/ORDINANCES/AO1

MUNICIPALITY OF ANCHORAGE
Summary of Economic Effects -- General Government

AO Number: 2002-88

Title: Amending AMC Title 3 by Enacting a New Chapter 3.10 Requiring
Preparation and Implementation of an Affirmative Action Plan

Sponsor:

Preparing Agency:

Others Impacted:

CHANGES IN EXPENDITURES AND REVENUES:

(In Thousands of Dollars)

	<u>FY02</u>	<u>FY03</u>	<u>FY04</u>	<u>FY05</u>	<u>FY06</u>
Operating Expenditures					
1000 Personal Services					
2000 Non-Labor					
3900 Contributions					
4000 Debt Service					
TOTAL DIRECT COSTS:	\$	\$	\$	\$	\$
Add: 6000 Charges from Others					
Less: 7000 Charges to Others					
FUNCTION COST:	\$ -	\$ -	\$ -	\$ -	\$ -

REVENUES:

CAPITAL:

POSITIONS: FT/PT and Temp

PUBLIC SECTOR ECONOMIC EFFECTS:

The Anchorage Municipal Code currently provides for the periodic review of the Affirmative Action Plan by the Department of Employee Relations. With the current budgeted resources within that Department, it is estimated that the additional costs to produce this Plan should be minimal.

PRIVATE SECTOR ECONOMIC EFFECTS:

In an effort to reflect the composition of the diverse nature of Anchorage's population within the Municipal workforce, this City is in dire need of updating the current plan. As stated above, the costs to update the Plan, based on available resources, should be minimal.

Prepared by:

Cheri Gray-Jackson

Telephone:

4751

Approved by:

Shirley Meyer

Director/Municipal Clerk

Date:

5-21-02



MUNICIPALITY OF ANCHORAGE

ASSEMBLY MEMORANDUM

NO. 497-2002

Meeting Date: May 21, 2002

1 **From:** Assemblymember Tesche

2 **Subject:** AO 2002-88 - AMENDING TITLE 3 OF THE ANCHORAGE MUNICIPAL
3 **CODE BY ENACTING A NEW CHAPTER 3.100, AFFIRMATIVE ACTION**
4 **PLAN REQUIRED**
5
6

7 The Anchorage Municipal Code does not presently require that an Affirmative Action Plan
8 be implemented throughout General Government and the Municipal Utilities. An older plan
9 adopted voluntarily more than a decade ago was last updated in 1994. Significant
10 disparities between the composition of the Municipal workforce and the diverse nature of
11 Anchorage's population suggests, if not compels, the adoption of new Affirmative Action
12 Plan. The public testimony of local residents given on May 14, 2002 support a new plan.
13 Informal remarks of Commissioner Paul Steven Miller of the United States Equal
14 Employment Opportunity Commission on May 16, 2002 favor affirmative action plans as an
15 accepted tool for "building a work force rich with people of different types."
16

17 AO 2002-88 would enact a new provision of the Anchorage Municipal Code and require
18 preparation, implementation, and periodic updating of an Affirmative Action Plan in General
19 Government and the Utilities. The definition of "affirmative action plan" is patterned closely
20 after one adopted by the Governor of Alaska in his State of Alaska Affirmative Action Policy
21 Statement of February 27, 1998 and represents "best practices" in this area.
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23 Approval of AO 2002-88 is recommended

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25 Respectfully submitted,

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29 Allan Tesche
30 Assemblymember
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EGJ/2002AM/AM02

Municipality of Anchorage
MUNICIPAL CLERK'S OFFICE
Agenda Document Control Sheet

AD 2002-88

(SEE REVERSE SIDE FOR FURTHER INFORMATION)

1	SUBJECT OF AGENDA DOCUMENT		DATE PREPARED	
	AO 2002-88 - Affirmative Action Plan		21-May-02	
			Indicate Documents Attached <input checked="" type="checkbox"/> AO <input type="checkbox"/> AR <input checked="" type="checkbox"/> AM <input type="checkbox"/> AIM	
2	DEPARTMENT NAME		DIRECTOR'S NAME	
	Assembly		Greg Moyer	
3	THE PERSON THE DOCUMENT WAS ACTUALLY PREPARED BY		HIS/HER PHONE NUMBER	
4	COORDINATED WITH AND REVIEWED BY	INITIALS	DATE	
	Mayor			
	Heritage Land Bank			
	Merrill Field Airport			
	Municipal Light & Power			
	Port of Anchorage			
	Solid Waste Services			
	Water & Wastewater Utility			
	Municipal Manager			
	Cultural & Recreational Services			
	Employee Relations			
	Finance, Chief Fiscal Officer			
	Fire			
	Health & Human Services			
	Office of Management and Budget			
	Management Information Services			
	Police			
	Planning, Development & Public Works			
	Development Services			
	Facility Management			
	Planning			
	Project Management & Engineering			
	Street Maintenance			
	Traffic			
	Public Transportation Department			
	Purchasing			
	Municipal Attorney			
	Municipal Clerk			
	Other			
5	Special Instructions/Comments			
	<i>addendum</i>			
	<i>G.F. instructions</i>			
6	ASSEMBLY HEARING DATE REQUESTED		7	PUBLIC HEARING DATE REQUESTED
	<i>5/21/02</i>			June 11, 2002

2002 MAY 21 PM 2:19
 N.O.A.
 CLERK'S OFFICE