

Submitted by: Chairman of the Assembly at
the Request of the Mayor
Prepared by: Dept. of Law
For reading: September 21, 2004

CLERK'S OFFICE

APPROVED

Date: 10-12-04

ANCHORAGE, ALASKA

AO No. 2004- 132

AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE CHAPTERS 3.20 AND 3.30 TO CREATE AND ENABLE THE OFFICE OF EQUAL OPPORTUNITY, DESIGNATE AUTHORITY AND OVERSIGHT, UPDATE THE DIRECTOR CLASSIFICATION, AND OTHER MATTERS.

THE ANCHORAGE ASSEMBLY ORDAINS:

Section 1. Anchorage Municipal Code chapter 3.20 is amended to add a new section 3.20.065 to create the Office of Equal Opportunity as follows:

3.20.065 Office of equal opportunity.

- A. Equal opportunity and diversity programs of the municipality shall be undertaken by the Office of Equal Opportunity within the executive branch.
- B. The office shall be administered by an executive director who is appointed by the mayor and confirmed by the assembly. The executive director serves at the pleasure of the mayor.
- C. The office of equal opportunity shall oversee diversity programs, process discrimination complaints, administer minority business and contract compliance under title 7, and perform those functions prescribed by the mayor as set forth in section 3.20.070.

Section 2. Anchorage Municipal Code subsection 3.20.070A. is amended to add a new subsection as follows (*the remainder of the subsection is not affected, and therefore not set out*):

3.20.070 Executive branch organization.

- A. Within the office of the mayor and reporting to the mayor or his designee are [IS] the following departments:

2. Office of Equal Opportunity. The Office of Equal Opportunity shall oversee diversity programs, processing of discrimination complaints, and administration of minority business and contract compliance.

(AO No. 21-76; AO No. 59-76; AO No. 283-76; AO No. 77-359; AO No. 78-82; AO No. 78-113; AO No. 78-121; AO No. 79-27; AO No. 80-5; AO No. 82-49;

AO No. 83-159; AO No. 85-8; AO No. 86-204; AO No. 88-47(S); AO No. 88-82;
AO No. 89-10; AO No. 89-18; AO No. 89-39; AO No. 90-15(S); AO No. 91-
173(S); AO No. 92-79; AO No. 92-148; AO No. 94-135(S), § 8, 7-12-94; AO No.
95-141, § 1, 7-11-95; AO No. 96-47, § 2, 3-5-96; Ord. No. 98-115(S), § 3, 7-1-98;
AO No. 2003-109, § 6, 9-9-03)

Section 3. Anchorage Municipal Code subsection 3.30.172E.14. is amended as follows (*the remainder of the subsection is not affected, and therefore not set out*):

E. The classifications assigned to range 22E, subject to appointment by the mayor, or by the Anchorage Equal Rights Commission or the police and fire retirement board subject to the approval of the mayor are:

*** *** ***

14. Executive Director [MANAGER], office of equal employment opportunity.

*** *** ***

(AO No. 79-195; AO No. 91-96; AO No. 92-5(S); AO No. 92-111; AO No. 94-225, § 3, 12-6-94; AO No. 97-103, § 2, 7-1-97; AO No. 98-79, § 1, 5-19-98; AO No. 98-115(S), § 4, 7-1-98; AO No. 2000-101(S), § 1, 9-26-00; AO No. 2001-56, § 1, 2-1-01; AO No. 2001-98, § 1, 5-1-01; AO No. 2001-130, § 1, 8-1-01; AO No. 2001-132, § 1, 8-14-01; AO No. 2002-69, § 3, 5-14-02; AO No. 2002-100, § 1, 7-16-02; AO No. 2002-111, § 1, 8-6-02; AO No. 2002-130, § 1, 9-10-02; Ord. No. 2003-29, § 1, 2-11-03; AO No. 2004-3, § 1, 1-20-04).

As a result of this amendment, the Code Revisor is instructed to alphabetize and renumber the classifications set out in subsection 3.30.172E.

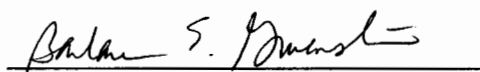
Section 4. This ordinance shall become effective immediately upon passage and approval.

PASSED AND APPROVED by the Anchorage Assembly this 12th day of October, 2004.



Assembly Chair

ATTEST:


Municipal Clerk

MUNICIPALITY OF ANCHORAGE
Summary of Economic Effects -- General Government

AO Number: 2004-

Title: AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE
CHAPTERS 3.20 AND 3.30 TO CREATE AND ENABLE THE OFFICE OF
EQUAL OPPORTUNITY, DESIGNATE AUTHORITY AND OVERSIGHT,
UPDATE THE DIRECTOR CLASSIFICATION, AND OTHER MATTERS

Sponsor: Mayor
Preparing Agency: Office of Equal Opportunity
Others Impacted: None

CHANGES IN EXPENDITURES AND REVENUES:

(In Thousands of Dollars)

	<u>FY04</u>	<u>FY05</u>	<u>FY06</u>	<u>FY07</u>	<u>FY08</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:

There are no public sector economic effects anticipated.

PRIVATE SECTOR ECONOMIC EFFECTS:

There are no private sector economic effects anticipated.

Prepared by: Karen L. Turner, OEO Manager

Telephone: 343-4897

Validated by OMB: _____

Date: _____

Approved by: _____
(Director, Preparing Agency)

Date: _____

Concurred by: _____
(Director, Impacted Agency)

Date: _____

Approved by: _____
(Municipal Manager)

Date: _____

MUNICIPALITY OF ANCHORAGE

ASSEMBLY MEMORANDUM

No. AM 703-2004

Meeting Date: September 21, 2004

From: MAYOR

Subject: AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE CHAPTERS 3.20 AND 3.30 TO CREATE AND ENABLE THE OFFICE OF EQUAL OPPORTUNITY, DESIGNATE AUTHORITY AND OVERSIGHT, UPDATE THE DIRECTOR CLASSIFICATION, AND OTHER MATTERS.

The ordinance concurrently submitted with this AM codifies and formally establishes the Office of Equal Opportunity (OEO), designates specific authority to the OEO, and updates the job classification of the OEO department head.

Although the OEO has not been formally established, the duties and responsibilities of the equal opportunity office are set out in code, and are part of the current, ongoing functions of the office.

The OEO advises the mayor on diversity and race relations issues, oversees diversity programs, compiles the Diversity Plan, assists management with discrimination/harassment/hostile work environment issues, develops and provides training, investigates internal complaints of discrimination/harassment/hostile work environment, processes and responds to external discrimination complaints, administers minority business and contract compliance under title 7, and performs other functions as designated by the mayor in accordance with section 3.20.070.

Immediately after taking office, the Mayor elevated the OEO to give it more stature and authority. In August 2003, the OEO Deputy Director/Community Outreach Liaison position was created to promote the importance, benefit and necessity of maintaining diversity within the municipal workforce and throughout the community.

THE ADMINISTRATION RECOMMENDS APPROVAL OF THE ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE CHAPTERS 3.20 AND 3.30 TO CREATE AND ENABLE THE OFFICE OF EQUAL OPPORTUNITY, DESIGNATE AUTHORITY AND OVERSIGHT, UPDATE THE DIRECTOR CLASSIFICATION, AND OTHER MATTERS.

Prepared by: Karen L. Turner, OEO Manager

Approved by: Frederick H. Boness, Municipal Attorney

Concur: Denis C. LeBlanc, Municipal Manager

Respectfully submitted: Mark Begich, Mayor

Content Information

Content ID : 002135

Type: Ordinance - AO

Title: AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE CHAPTERS 3.20 AND 3.30 TO CREATE AND ENABLE THE OFFICE OF EQUAL OPPORTUNITY, DESIGNATE AUTHORITY AND OVERSIGHT, UPDATE THE DIRECTOR CLASSIFICATION, AND OTHER MATTERS.

Author: katkusja

Initiating Dept: OEO

Review Depts: MuniManager

Description: AO, AM and SEE amending Anchorage Municipal Code to create, and enable Office of Equal Opportunity, designate authority and oversight, update the director classification and other matters.

Date Prepared: 8/27/04 1:54 PM

Director Name: Karen Turner

Assembly

Meeting Date 9/21/04

MM/DD/YY:

Public Hearing
Date MM/DD/YY: 10/12/04

2004 SEP 10 PM 12:52
CLEANING OFFICE

Workflow History

<u>Workflow Name</u>	<u>Action Date</u>	<u>Action</u>	<u>User</u>	<u>Security Group</u>	<u>Content ID</u>
AllOrdinanceWorkflow	8/27/04 2:03 PM	Checkin	turnerkl	Public	002135
OEO_SubWorkflow	9/7/04 11:38 AM	Approve	turnerkl	Public	002135
OMB_SubWorkflow	9/8/04 11:26 AM	Approve	pearcydl	Public	002135
Legal_SubWorkflow	9/8/04 12:33 PM	Approve	fehlenrl	Public	002135
MuniManager_SubWorkflow	9/9/04 1:59 PM	Checkin	katkusja	Public	002135
MuniMgrCoord_SubWorkflow	9/10/04 11:56 AM	Approve	katkusja	Public	002135