

**EQUAL RIGHTS  
COMMISSION**

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# EQUAL RIGHTS COMMISSION

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Assembly

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Mayor

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Equal Rights  
Commission  
1050

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**DEPARTMENT SUMMARY**

**Department**

**EQUAL RIGHTS COMMISSION**

**Mission**

The purpose of the Anchorage Equal Rights Commission (AERC) is to eliminate and prevent illegal 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, education, financial practices and programs and services provided by the Municipality of Anchorage.

**Major Program Highlights**

- Responded to 700 inquiries of discrimination within the geographic boundaries of Anchorage.
- Filed and investigated 85 cases of illegal discrimination.
- Mediated and settled 20 cases; avoiding the cost of conducting investigations and public hearings.
- Conducted 40 programs for the community on the Anchorage Equal Rights Commission's (AERC) services.
- Produced 1999 annual report.

**RESOURCES**

	<b>1999</b>	<b>2000</b>
Direct Costs	\$ 462,860	\$ 450,760
Program Revenues	\$ 36,500	\$ 36,500
Personnel	6 FT	6 FT

2000 R E S O U R C E P L A N

DEPARTMENT: EQUAL RIGHTS COMMISSION

DIVISION	FINANCIAL SUMMARY		PERSONNEL SUMMARY							
	1999 REVISED	2000 BUDGET	1999 REVISED				2000 BUDGET			
			FT	PT	T	TOTAL	FT	PT	T	TOTAL
EQUAL RIGHTS COMMISSION	462,860	450,760	6			6	6			6
OPERATING COST	462,860	450,760	6			6	6			6
ADD DEBT SERVICE	0	0								
DIRECT ORGANIZATION COST	462,860	450,760								
ADD INTRAGOVERNMENTAL CHARGES FROM OTHERS	113,140	111,770								
TOTAL DEPARTMENT COST	576,000	562,530								
LESS INTRAGOVERNMENTAL CHARGES TO OTHERS	0	0								
FUNCTION COST	576,000	562,530								
LESS PROGRAM REVENUES	36,500	36,500								
NET PROGRAM COST	539,500	526,030								

2000 R E S O U R C E S B Y C A T E G O R Y O F E X P E N S E

DIVISION	PERSONAL SERVICES	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	TOTAL DIRECT COST
EQUAL RIGHTS COMMISSION	396,590	2,500	58,850		457,940
DEPT. TOTAL WITHOUT DEBT SERVICE	396,590	2,500	58,850		457,940
LESS VACANCY FACTOR	7,180				7,180
ADD DEBT SERVICE					
TOTAL DIRECT ORGANIZATION COST	389,410	2,500	58,850		450,760

**RECONCILIATION FROM 1999 REVISED BUDGET TO 2000 MAYOR'S BUDGET**

**DEPARTMENT: EQUAL RIGHTS COMMISSION**

	<b>DIRECT COSTS</b>	<b>POSITIONS</b>		
		<b>FT</b>	<b>PT</b>	<b>T</b>
<b>1999 REVISED BUDGET:</b>	\$ 462,860	6		
<b>1999 ONE-TIME REQUIREMENTS:</b>				
- None				
<b>AMOUNT REQUIRED TO CONTINUE EXISTING PROGRAMS IN 2000:</b>				
- Salaries and benefits adjustment	(11,600)			
<b>MISCELLANEOUS INCREASES/(DECREASES):</b>				
- None				
<b>1999 CONTINUATION LEVEL:</b>	\$ 451,260	6	0	0
<b>BUDGET REDUCTIONS:</b>				
- <i>Reduce number of commission meetings from 4 to 3 each year</i>	(500)			
<b>NEW/EXPANDED SERVICE LEVELS:</b>				
- None				
<b>2000 MAYOR'S BUDGET:</b>	\$ 450,760	6 FT	0 PT	0 T

## 2000 P R O G R A M P L A N

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.

### 1999 PERFORMANCES:

- Responded to 700 inquires of discrimination within the geographic boundaries of Anchorage.
- Filed and investigated 85 cases of illegal discrimination.
- Mediated, issued 20 pre-determination settlements prior to case finding
- Conducted 40 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, reestablished standing committee functions.
- Developed AERC website for the Municipality of Anchorage's webpage.

### 2000 PERFORMANCE OBJECTIVES:

- Respond to 750 inquires of discrimination within the geographic boundaries of Anchorage.
- File and investigate 90 cases of illegal discrimination.
- Mediate and issue 25 pre-determination settlements prior to case finding
- Conduct 50 programs for the community on the Anchorage Equal Rights Commission's (AERC) services.
- Conduct and organize quarterly of the AERC Commission. The Commission reviews cases going to public hearing, develops annual evaluation of executive director and staff attorney, conducts and organizes standing committee functions.

2000 P R O G R A M P L A N

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

	1998 REVISED			1999 REVISED			2000 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	6	0	0	6	0	0	6	0	0
PERSONAL SERVICES	\$	389,280		\$	401,010		\$	389,410	
SUPPLIES		2,500			2,500			2,500	
OTHER SERVICES		78,350			59,350			58,850	
TOTAL DIRECT COST:	\$	470,130		\$	462,860		\$	450,760	
PROGRAM REVENUES:	\$	51,500		\$	36,500		\$	36,500	
WORK MEASURES:									
- Inquiries and telephone calls		1,550			1,550			3,100	
- Log/assign intake questionnaires		215			215			430	
- Discrimination complaints assigned		150			150			300	
- Investigations completed		125			125			200	
- Docket and inventory co-filed cases		165			165			275	
- Conduct hearings and issue draft findings within 60 days		2			2			4	
- Draft proposed ordinances/resolutions/AIMs		2			2			2	
- Regular commission meetings		4			4			4	
- Outreach presentations		36			36			36	

5 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:  
 1, 2, 3, 4, 5

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M U N I C I P A L I T Y O F A N C H O R A G E  
2000 DEPARTMENT RANKING

DEPT: 02 -EQUAL RIGHTS COMMISSION

DEPT	BUDGET UNIT/	SL	SVC
RANK	PROGRAM	CODE	LVL

1	1050-EQUAL RIGHTS COMMISSION 0032-Agency Operations/Code En SOURCE OF FUNDS, THIS SVC LEVEL: TAX SUPPORT	CB	1	Manage the agency and monitor enforcement of the Civil Rights Laws of the MOA prohibiting discrimination; provide service support to 9-member Commission; provide Commissioners with stipends for meetings; monitor federal contract; respond to inquiries; conduct complaint in-take screening; conduct investigations; conduct 1 public hearing.
	PROGRAM REVENUES		26,000	

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
3	0	0	212,070	2,500	26,650	0	0	241,220

2	1050-EQUAL RIGHTS COMMISSION 0032-Agency Operations/Code En SOURCE OF FUNDS, THIS SVC LEVEL: TAX SUPPORT	CO	2	Complete intake interviews for assigned questionnaires within 3 days of assignment. Prepare and file discrimination complaints. Complete AERC investigations within 240 days of filing of complaint.
	PROGRAM REVENUES		9,000	

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	118,180	0	4,700	0	0	122,880

3	1050-EQUAL RIGHTS COMMISSION 0032-Agency Operations/Code En SOURCE OF FUNDS, THIS SVC LEVEL: TAX SUPPORT	CO	3	Conduct second public hearing and fund the third human relations Specialist. Conduct outreach presentations.
	PROGRAM REVENUES		1,500	

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	59,160	0	7,500	0	0	66,660



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M U N I C I P A L I T Y O F A N C H O R A G E  
2000 DEPARTMENT RANKING

DEPT: 02 -EQUAL RIGHTS COMMISSION

DEPT	BUDGET UNIT/	SL	SVC
RANK	PROGRAM	CODE	LVL

4	1050-EQUAL RIGHTS COMMISSION	CO	4	Increase contract for outside legal
	0032-Agency Operations/Code En		OF	services.
	SOURCE OF FUNDS, THIS SVC LEVEL:		6	
	TAX SUPPORT			

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

5	1050-EQUAL RIGHTS COMMISSION	CO	5	Conduct third and fourth public hearings
	0032-Agency Operations/Code En		OF	and increase contract for outside legal
	SOURCE OF FUNDS, THIS SVC LEVEL:		6	services.
	TAX SUPPORT			

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
0	0	0	0	0	15,000	0	0	15,000

SUBTOTAL OF FUNDED SERVICE LEVELS, EQUAL RIGHTS COMMISSION . . . . .

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
6	0	0	389,410	2,500	58,850	0	0	450,760

----- DEPARTMENT OF EQUAL RIGHTS COMMISSION FUNDING LINE -----  
. . . . . 450,760

6	1050-EQUAL RIGHTS COMMISSION	CR	6	Resulting from the FY 2000 budget
	0032-Agency Operations/Code En		OF	reductions, the AERC will reduce the
	SOURCE OF FUNDS, THIS SVC LEVEL:		6	number of commission meetings from 4 to
	TAX SUPPORT			3 per year.

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

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M U N I C I P A L I T Y O F A N C H O R A G E  
2000 DEPARTMENT RANKING

DEPT: 02 -EQUAL RIGHTS COMMISSION

DEPT	BUDGET UNIT/ PROGRAM	SL CODE	SVC LVL
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TOTALS FOR DEPARTMENT OF EQUAL RIGHTS COMMISSION , FUNDED AND UNFUNDED . . . . .

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
6	0	0	389,410	2,500	59,350	0	0	451,260