

**EQUAL RIGHTS
COMMISSION**

EQUAL RIGHTS COMMISSION

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	\$ 454,860
Program Revenues	\$ 36,500	\$ 36,500
Personnel	6 FT	6FT
Grant Budget	\$ 5,500	\$ 0
Grant Personnel	0	0

2001 R E S O U R C E P L A N

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	454,860	6			6
OPERATING COST	458,760	454,860	6			6
ADD DEBT SERVICE	0	0				
DIRECT ORGANIZATION COST	458,760	454,860				
ADD INTRAGOVERNMENTAL CHARGES FROM OTHERS	111,770	72,220				
TOTAL DEPARTMENT COST	570,530	527,080				
LESS INTRAGOVERNMENTAL CHARGES TO OTHERS	0	0				
FUNCTION COST	570,530	527,080				
LESS PROGRAM REVENUES	36,500	36,500				
NET PROGRAM COST	534,030	490,580				

2001 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	403,880	2,500	55,660		462,040
DEPT. TOTAL WITHOUT DEBT SERVICE	403,880	2,500	55,660		462,040
LESS VACANCY FACTOR	7,180				7,180
ADD DEBT SERVICE					
TOTAL DIRECT ORGANIZATION COST	396,700	2,500	55,660		454,860

RECONCILIATION FROM 2000 REVISED BUDGET TO 2001 APPROVED BUDGET

DEPARTMENT: EQUAL RIGHTS COMMISSION

	DIRECT COSTS	POSITIONS		
		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:	\$ 454,860	6	0	0
PROGRAMMATIC BUDGET CHANGES:				
- None				
2001 APPROVED BUDGET:	\$ 454,860	6	0	0

2001 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.

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 P R O G R A M P L A N

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	6	0	0
PERSONAL SERVICES	\$	401,010		\$	389,410		\$	396,700	
SUPPLIES		2,500			2,500			2,500	
OTHER SERVICES		59,350			66,850			55,660	
TOTAL DIRECT COST:	\$	462,860		\$	458,760		\$	454,860	
PROGRAM REVENUES:	\$	36,500		\$	36,500		\$	36,500	
WORK MEASURES:									
- Inquiries and telephone calls		1,550			3,100			3,100	
- Log/assign intake questionnaires		215			430			430	
- Discrimination complaints assigned		150			300			300	
- Investigations completed		125			200			200	
- Docket and inventory co-filed cases		165			275			275	
- Conduct hearings and issue draft findings within 60 days		2			4			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

**EQUAL
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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	\$ 454,860	6	0	0	
	\$ 464,260	6	0	0	\$ 454,860	6	0	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/
RANK PROGRAM

SL SVC
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
OF enforcement of the Civil Rights Laws
5 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 27,500

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
5	0	0	348,160	2,500	22,780	0	0	373,440

2 1050-EQUAL RIGHTS COMMISSION
0032-Agency Operations/Code En
SOURCE OF FUNDS, THIS SVC LEVEL:
TAX SUPPORT

CO 2 Conduct second public hearing and fund
OF the third human relations specialist.
5

PROGRAM REVENUES 9,000

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
1	0	0	48,540	0	20,380	0	0	68,920

3 1050-EQUAL RIGHTS COMMISSION
0032-Agency Operations/Code En
SOURCE OF FUNDS, THIS SVC LEVEL:
TAX SUPPORT

CO 3 Complete AERC investigations within 240
OF days of filing of complaint.
5

PROGRAM REVENUES 0

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

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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
 2001 DEPARTMENT RANKING

DEPT: 02 -EQUAL RIGHTS COMMISSION
 DEPT BUDGET UNIT/
 RANK PROGRAM

SL SVC
 CODE LVL

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

SUBTOTAL OF FUNDED SERVICE LEVELS, EQUAL RIGHTS COMMISSION

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
6	0	0	396,700	2,500	55,660	0	0	454,860

----- DEPARTMENT OF EQUAL RIGHTS COMMISSION FUNDING LINE -----
 454,860

TOTALS FOR DEPARTMENT OF EQUAL RIGHTS COMMISSION , FUNDED AND UNFUNDED

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
6	0	0	396,700	2,500	55,660	0	0	454,860