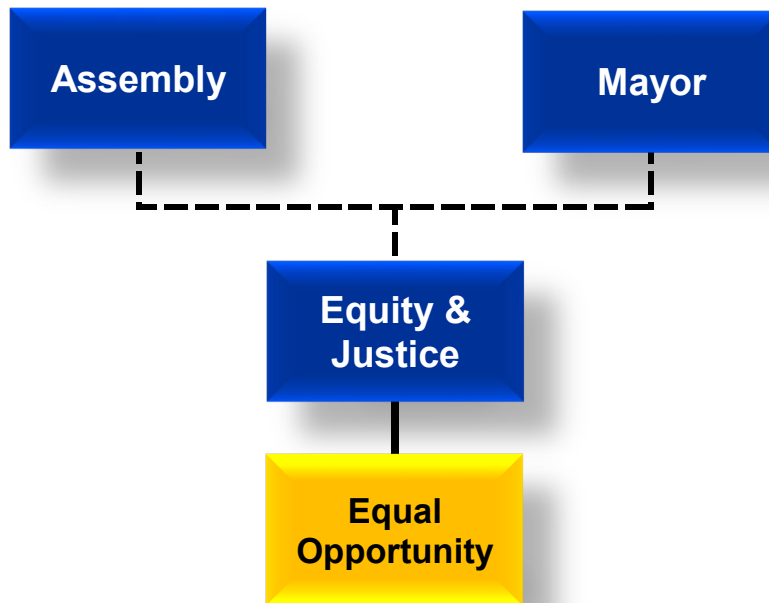


# Equity & Justice



## Equity & Justice

### Description

The mission of Equity & Justice Department is to proactively work to advance equity, focus on eliminating inequities, and increasing wellbeing and success for all municipal departments and community members.

### Department Services

- Co-lead Welcoming Anchorage initiative and ensure ongoing updates and implementations
- Develop leadership opportunities for municipal staff and residents designed to provide career advancement pathways for communities of color, the disability community, immigrants and refugees, LGBTQ+ residents, including continued hosting of an annual Civic Engagement Academy
- Provide leadership, guidance, training, and support to internal and external partners in the development and delivery of equity programs and tools
- Audit and provide recommendations to municipal boards and commissions to ensure community representation
- Actively monitor equity:
  - Establish baseline equity data targets/benchmarks in collaboration with partners and establish goals and initiatives to make progress and processes to track outcomes
  - Develop methods to determine how disparate impacts will be documented and evaluated
  - Collect, evaluate, and analyze indicators and progress benchmarks related to addressing systemic disparities
  - Direct, evaluate, and coordinate analyses and recommendations regarding race and equity policy issues and long-range plans to address department and community needs and services
  - Develop and coordinate reports and supporting materials to be presented to the Mayor and Assembly for information or action
- Ensure municipal compliance with Language Access, Section 3, Title VI, and Title VII laws
- Work closely with the Anchorage Equal Rights Commission, the Ombudsman Office, and the Resilience Subcabinet
- Represent equity concerns throughout municipal efforts on housing equity, food security, equitable climate action, legal rights and justice issues, and economic equity
- Develop and deepen relationships with community members and non-profits committed to racial equity work; and participates in community equity collaborations on behalf of the Municipality to identify and address cumulative impacts of institutional and structural inequities in the Municipality

### Divisions

- Equal Opportunity
  - Implement and administer federally mandated DBE Program and ensure that contractors with the Municipality are in compliance with Federal, State and local statutes, ordinances, and regulations concerning equal employment opportunity.
  - Investigate Title VII complaints within the municipal workforce.

- Provide training to municipal employees on unlawful discrimination and harassment.
- Promote diversity and equal opportunity.

**Department Goals that Contribute to Achieving the Mayor’s Mission:**



**Increased Development – Work to streamline the Anchorage development process and provide incentives to bring capital projects to the city.**

Equity & Justice – Office of Equal Opportunity

- Reduce the number of complaints that charge discriminatory practices through a proactive training program.



**Administrative Efficiency – Make city government more efficient and decrease departmental spending.**

- Establish baseline equity data targets/benchmarks in collaboration with partners and establish goals and initiatives to make progress and processes to track outcomes
- Develop methods to determine how disparate impacts will be documented and evaluated
- Collect, evaluate, and analyze indicators and progress benchmarks related to addressing systemic disparities

## Equity & Justice Department Summary

|                                     | 2020<br>Actuals | 2021<br>Revised | 2022<br>Approved | 22 v 21<br>% Chg |
|-------------------------------------|-----------------|-----------------|------------------|------------------|
| <b>Direct Cost by Division</b>      |                 |                 |                  |                  |
| EJ Office of Equal Opportunity      | 229,998         | 243,917         | 243,148          | (0.32%)          |
| <b>Direct Cost Total</b>            | <b>229,998</b>  | <b>243,917</b>  | <b>243,148</b>   | <b>(0.32%)</b>   |
| <b>Intragovernmental Charges</b>    |                 |                 |                  |                  |
| Charges by/to Other Departments     | (229,981)       | (202,903)       | (201,794)        | (0.55%)          |
| Program Generated Revenue           | (16)            | -               | -                | -                |
| <b>Function Cost Total</b>          | <b>17</b>       | <b>41,014</b>   | <b>41,354</b>    | <b>0.83%</b>     |
| <b>Net Cost Total</b>               | <b>-</b>        | <b>41,014</b>   | <b>41,354</b>    | <b>0.83%</b>     |
| <b>Direct Cost by Category</b>      |                 |                 |                  |                  |
| Salaries and Benefits               | 220,643         | 230,937         | 230,168          | (0.33%)          |
| Supplies                            | 447             | 350             | 350              | -                |
| Travel                              | 1,599           | 3,000           | 3,000            | -                |
| Contractual/Other Services          | 7,310           | 8,130           | 8,130            | -                |
| Debt Service                        | -               | -               | -                | -                |
| Equipment, Furnishings              | -               | 1,500           | 1,500            | -                |
| <b>Direct Cost Total</b>            | <b>229,998</b>  | <b>243,917</b>  | <b>243,148</b>   | <b>(0.32%)</b>   |
| <b>Position Summary as Budgeted</b> |                 |                 |                  |                  |
| Full-Time                           | 2               | 3               | 2                | (33.33%)         |
| Part-Time                           | -               | -               | -                | -                |
| <b>Position Total</b>               | <b>2</b>        | <b>3</b>        | <b>2</b>         | <b>(33.33%)</b>  |

## Equity & Justice Reconciliation from 2021 Revised Budget to 2022 Approved Budget

|   | Direct Costs   | Positions |          |          |
|---|----------------|-----------|----------|----------|
|   |                | FT        | PT       | Seas/T   |
| <b>2021 Revised Budget</b>  | 243,917        | 3         | -        | -        |
| <b>Changes in Existing Programs/Funding for 2022</b>  |                |           |          |          |
| - Salaries and benefits adjustments   | 42,901         | -         | -        | -        |
| - Move Equity & Justice to be fully funded with Alcohol Tax ongoing - See Appendix R                              | (43,670)       | (1)       | -        | -        |
|   |                |           |          |          |
| <b>2022 Continuation Level</b>  | <b>243,148</b> | <b>2</b>  | <b>-</b> | <b>-</b> |
| <b>Transfers by/to Other Departments</b>  |                |           |          |          |
| - Transfer Equal Opportunity division to Municipal Manager  | (243,148)      | (2)       | -        | -        |
| <b>2022 Assembly Amendments</b>   |                |           |          |          |
| - Amendment #2 to AO 2021-114 ReOrg - Move Office of Equal Opportunity from Municipal Manager to Equity & Justice | 243,148        | 2         | -        | -        |
| <b>2022 Mayoral Vetoes</b>  |                |           |          |          |
| - Amendment #2 to AO 2021-114 ReOrg - Move Office of Equal Opportunity from Municipal Manager to Equity & Justice | (243,148)      | (2)       | -        | -        |
| <b>2022 Veto Overrides</b>  |                |           |          |          |
| - Amendment #2 to AO 2021-114 ReOrg - Move Office of Equal Opportunity from Municipal Manager to Equity & Justice | 243,148        | 2         | -        | -        |
|   |                |           |          |          |
| <b>2022 Approved Budget</b>   | <b>243,148</b> | <b>2</b>  | <b>-</b> | <b>-</b> |

**Equity & Justice**  
**Division Summary**  
**EJ Office of Equal Opportunity**

(Fund Center # 113271, 113272, 113200, 113279, 113273)

|  | 2020<br>Actuals | 2021<br>Revised | 2022<br>Approved | 22 v 21<br>% Chg |
|--|-----------------|-----------------|------------------|------------------|
| <b>Direct Cost by Category</b>           |                 |                 |                  |                  |
| Salaries and Benefits                    | 220,643         | 230,937         | 230,168          | (0.33%)          |
| Supplies                                 | 447             | 350             | 350              | -                |
| Travel                                   | 1,599           | 3,000           | 3,000            | -                |
| Contractual/Other Services               | 7,310           | 8,130           | 8,130            | -                |
| Equipment, Furnishings                   | -               | 1,500           | 1,500            | -                |
| <b>Manageable Direct Cost Total</b>      | <b>229,998</b>  | <b>243,917</b>  | <b>243,148</b>   | <b>(0.32%)</b>   |
| Debt Service                             | -               | -               | -                | -                |
| Depreciation/Amortization                | -               | -               | -                | -                |
| <b>Non-Manageable Direct Cost Total</b>  | <b>-</b>        | <b>-</b>        | <b>-</b>         | <b>-</b>         |
| <b>Direct Cost Total</b>                 | <b>229,998</b>  | <b>243,917</b>  | <b>243,148</b>   | <b>-</b>         |
| <b>Intragovernmental Charges</b>         |                 |                 |                  |                  |
| Charges by/to Other Departments          | (229,981)       | (202,903)       | (201,794)        | (0.55%)          |
| <b>Function Cost Total</b>               | <b>16</b>       | <b>41,014</b>   | <b>41,354</b>    | <b>0.83%</b>     |
| <b>Program Generated Revenue by Fund</b> |                 |                 |                  |                  |
| Fund 101000 - Areawide General           | 16              | -               | -                | -                |
| <b>Program Generated Revenue Total</b>   | <b>16</b>       | <b>-</b>        | <b>-</b>         | <b>-</b>         |
| <b>Net Cost Total</b>                    | <b>-</b>        | <b>41,014</b>   | <b>41,354</b>    | <b>0.83%</b>     |
| <b>Position Summary as Budgeted</b>      |                 |                 |                  |                  |
| Full-Time                                | 2               | 2               | 2                | -                |
| <b>Position Total</b>                    | <b>2</b>        | <b>2</b>        | <b>2</b>         | <b>-</b>         |

**Equity & Justice**  
**Division Detail**  
**EJ Office of Equal Opportunity**

(Fund Center # 113271, 113272, 113200, 113279, 113273)

|   | 2020<br>Actuals | 2021<br>Revised | 2022<br>Approved | 22 v 21<br>% Chg |
|---|-----------------|-----------------|------------------|------------------|
| <b>Direct Cost by Category</b>          |                 |                 |                  |                  |
| Salaries and Benefits                   | 220,643         | 230,937         | 230,168          | (0.33%)          |
| Supplies                                | 447             | 350             | 350              | -                |
| Travel                                  | 1,599           | 3,000           | 3,000            | -                |
| Contractual/Other Services              | 7,310           | 8,130           | 8,130            | -                |
| Equipment, Furnishings                  | -               | 1,500           | 1,500            | -                |
| <b>Manageable Direct Cost Total</b>     | <b>229,998</b>  | <b>243,917</b>  | <b>243,148</b>   | <b>(0.32%)</b>   |
| Debt Service                            | -               | -               | -                | -                |
| <b>Non-Manageable Direct Cost Total</b> | <b>-</b>        | <b>-</b>        | <b>-</b>         | <b>-</b>         |
| <b>Direct Cost Total</b>                | <b>229,998</b>  | <b>243,917</b>  | <b>243,148</b>   | <b>(0.32%)</b>   |
| <b>Intragovernmental Charges</b>        |                 |                 |                  |                  |
| Charges by/to Other Departments         | (229,981)       | (202,903)       | (201,794)        | (0.55%)          |
| <b>Program Generated Revenue</b>        |                 |                 |                  |                  |
| 408380 - Prior Year Expense Recovery    | 16              | -               | -                | -                |
| <b>Program Generated Revenue Total</b>  | <b>16</b>       | <b>-</b>        | <b>-</b>         | <b>-</b>         |
| <b>Net Cost</b>                         |                 |                 |                  |                  |
| Direct Cost Total                       | 229,998         | 243,917         | 243,148          | (0.32%)          |
| Charges by/to Other Departments Total   | (229,981)       | (202,903)       | (201,794)        | (0.55%)          |
| Program Generated Revenue Total         | (16)            | -               | -                | -                |
| <b>Net Cost Total</b>                   | <b>-</b>        | <b>41,014</b>   | <b>41,354</b>    | <b>0.83%</b>     |

**Position Detail as Budgeted**

|  | 2020 Revised |           | 2021 Revised |           | 2022 Approved |           |
|--|--------------|-----------|--------------|-----------|---------------|-----------|
|  | Full Time    | Part Time | Full Time    | Part Time | Full Time     | Part Time |
| Executive Director OEO                   | 1            | -         | 1            | -         | 1             | -         |
| Special Administrative Assistant I       | 1            | -         | 1            | -         | 1             | -         |
| <b>Position Detail as Budgeted Total</b> | <b>2</b>     | <b>-</b>  | <b>2</b>     | <b>-</b>  | <b>2</b>      | <b>-</b>  |

## **Alcoholic Beverages Retail Sales Tax Program**

### **Description**

The net receipts from the alcoholic beverages retail sales tax, after payment of the costs of administration, collection, and audit to the municipality, are dedicated and shall be available to use only for:

- Funding for police, related criminal justice personnel, and first responders
- Funding to combat and address child abuse, sexual assault, and domestic violence
- Funding for substance misuse treatment, prevention programs, detoxification or long-term addiction recovery facilities, mental and behavioral health programs, and resources to prevent and address Anchorage's homelessness crisis.

Additional information is available in Appendix R.



**Equity & Justice  
Department Summary  
Alcohol Tax**

|                                     | 2020<br>Actuals | 2021<br>Revised | 2022<br>Approved | 22 v 21<br>% Chg |
|-------------------------------------|-----------------|-----------------|------------------|------------------|
| <b>Direct Cost by Division</b>      |                 |                 |                  |                  |
| Equity & Justice                    | -               | 142,748         | 186,418          | 30.59%           |
| <b>Direct Cost Total</b>            | <b>-</b>        | <b>142,748</b>  | <b>186,418</b>   | <b>30.59%</b>    |
| <b>Intragovernmental Charges</b>    |                 |                 |                  |                  |
| Charges by/to Other Departments     | -               | -               | 335              | 100.00%          |
| <b>Function Cost Total</b>          | <b>-</b>        | <b>142,748</b>  | <b>186,753</b>   | <b>30.83%</b>    |
| <b>Net Cost Total</b>               | <b>-</b>        | <b>142,748</b>  | <b>186,753</b>   | <b>30.83%</b>    |
| <b>Direct Cost by Category</b>      |                 |                 |                  |                  |
| Salaries and Benefits               | -               | 132,748         | 176,418          | 32.90%           |
| Supplies                            | -               | 10,000          | 10,000           | -                |
| Travel                              | -               | -               | -                | -                |
| Debt Service                        | -               | -               | -                | -                |
| <b>Direct Cost Total</b>            | <b>-</b>        | <b>142,748</b>  | <b>186,418</b>   | <b>30.59%</b>    |
| <b>Position Summary as Budgeted</b> |                 |                 |                  |                  |
| Full-Time                           | -               | 1               | 1                | -                |
| Part-Time                           | -               | -               | -                | -                |
| <b>Position Total</b>               | <b>-</b>        | <b>1</b>        | <b>1</b>         | <b>-</b>         |

**Equity & Justice**  
**Division Summary**  
**Alcohol Tax**  
**Equity & Justice**  
(Fund Center # 107100)

|   | 2020<br>Actuals | 2021<br>Revised | 2022<br>Approved | 22 v 21<br>% Chg |
|---|-----------------|-----------------|------------------|------------------|
| <b>Direct Cost by Category</b>          |                 |                 |                  |                  |
| Salaries and Benefits                   | -               | 132,748         | 176,418          | 32.90%           |
| Supplies                                | -               | 10,000          | 10,000           | -                |
| Travel                                  | -               | -               | -                | -                |
| <b>Manageable Direct Cost Total</b>     | -               | <b>142,748</b>  | <b>186,418</b>   | <b>30.59%</b>    |
| Debt Service                            | -               | -               | -                | -                |
| <b>Non-Manageable Direct Cost Total</b> | -               | -               | -                | -                |
| <b>Direct Cost Total</b>                | -               | <b>142,748</b>  | <b>186,418</b>   | -                |
| <b>Intragovernmental Charges</b>        |                 |                 |                  |                  |
| Charges by/to Other Departments         | -               | -               | 335              | 100.00%          |
| <b>Function Cost Total</b>              | -               | <b>142,748</b>  | <b>186,753</b>   | <b>30.83%</b>    |
| <b>Net Cost Total</b>                   | -               | <b>142,748</b>  | <b>186,753</b>   | <b>30.83%</b>    |
| <b>Position Summary as Budgeted</b>     |                 |                 |                  |                  |
| Full-Time                               | -               | 1               | 1                | -                |
| <b>Position Total</b>                   | -               | <b>1</b>        | <b>1</b>         | -                |

**Equity & Justice**  
**Division Detail**  
**Alcohol Tax**  
**Equity & Justice**  
(Fund Center # 107100)

|   | 2020<br>Actuals | 2021<br>Revised | 2022<br>Approved | 22 v 21<br>% Chg |
|---|-----------------|-----------------|------------------|------------------|
| <b>Direct Cost by Category</b>          |                 |                 |                  |                  |
| Salaries and Benefits                   | -               | 132,748         | 176,418          | 32.90%           |
| Supplies                                | -               | 10,000          | 10,000           | -                |
| Travel                                  | -               | -               | -                | -                |
| <b>Manageable Direct Cost Total</b>     | <b>-</b>        | <b>142,748</b>  | <b>186,418</b>   | <b>30.59%</b>    |
| Debt Service                            | -               | -               | -                | -                |
| <b>Non-Manageable Direct Cost Total</b> | <b>-</b>        | <b>-</b>        | <b>-</b>         | <b>-</b>         |
| <b>Direct Cost Total</b>                | <b>-</b>        | <b>142,748</b>  | <b>186,418</b>   | <b>30.59%</b>    |
| <b>Intragovernmental Charges</b>        |                 |                 |                  |                  |
| Charges by/to Other Departments         | -               | -               | 335              | 100.00%          |
| <b>Net Cost</b>                         |                 |                 |                  |                  |
| Direct Cost Total                       | -               | 142,748         | 186,418          | 30.59%           |
| Charges by/to Other Departments Total   | -               | -               | 335              | 100.00%          |
| <b>Net Cost Total</b>                   | <b>-</b>        | <b>142,748</b>  | <b>186,753</b>   | <b>30.83%</b>    |

**Position Detail as Budgeted**

|  | 2020 Revised |           | 2021 Revised |           | 2022 Approved |           |
|--|--------------|-----------|--------------|-----------|---------------|-----------|
|  | Full Time    | Part Time | Full Time    | Part Time | Full Time     | Part Time |
| Chief Equity Officer                     | -            | -         | 1            | -         | 1             | -         |
| <b>Position Detail as Budgeted Total</b> | <b>-</b>     | <b>-</b>  | <b>1</b>     | <b>-</b>  | <b>1</b>      | <b>-</b>  |

*Anchorage: Performance. Value. Results*

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## Equity & Justice

*Anchorage: Performance. Value. Results.*

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### Mission

The mission of Equity & Justice Department is to proactively work to advance equity, focus on eliminating inequities, and increasing wellbeing and success for all residents.

### Core Services

- Co-lead Welcoming Anchorage initiative and ensure ongoing updates and implementations
- Develop leadership opportunities for municipal staff and residents designed to provide career advancement pathways for communities of color, the disability community, immigrants and refugees, LGBTQ+ residents, including continued hosting of an annual Civic Engagement Academy
- Provide leadership, guidance, training, and support to internal and external partners in the development and delivery of equity programs and tools
- Recruit and manage municipal boards and commissions to ensure community representation
- Actively monitor equity:
  - Establish baseline equity data targets/benchmarks in collaboration with partners and establish goals and initiatives to make progress and processes to track outcomes
  - Develop methods to determine how disparate impacts will be documented and evaluated
  - Collect, evaluate, and analyze indicators and progress benchmarks related to addressing systemic disparities
  - Direct, evaluate, and coordinate analyses and recommendations regarding race and equity policy issues and long-range plans to address department and community needs and services
  - Develop and coordinate reports and supporting materials to be presented to the Mayor and Assembly for information or action
- Ensure municipal compliance with Language Access laws
- Work closely with the Office of Equal Opportunity, the Anchorage Equal Rights Commission, the Ombudsman Office, and the Resilience Subcabinet
- Represent equity concerns throughout municipal efforts on housing equity, food security, equitable climate action, legal rights and justice issues, and economic equity
- Develop and deepen relationships with community members and non-profits committed to racial equity work; and participates in community equity collaborations on behalf of the Municipality to identify and address cumulative impacts of institutional and structural inequities in the Municipality

### Accomplishment Goals

- Establish baseline equity data targets/benchmarks in collaboration with partners and establish goals and initiatives to make progress and processes to track outcomes
- Develop methods to determine how disparate impacts will be documented and evaluated
- Collect, evaluate, and analyze indicators and progress benchmarks related to addressing systemic disparities

**Performance Measures**

Progress in achieving goals shall be measured by:

**Measure #1:** Establish baseline equity data targets/benchmarks in collaboration with partners and establish goals and initiatives to make progress and processes to track outcomes

Drafted baseline equity data targets by combining metrics from the Welcoming Anchorage Roadmap and best-practice equity metrics.

|         |     |
|---------|-----|
| 2021 2Q | 40% |
|---------|-----|

**Measure #2:** Develop methods to determine how disparate impacts will be documented and evaluated

Internal disparate impacts will be assessed via Affirmative Action / Disparity Plan while external (community) disparate impacts will be measured by an Equity Index and the Welcoming Anchorage Roadmap vehicles (indicators).

|         |     |
|---------|-----|
| 2021 2Q | 50% |
|---------|-----|

**Measure #3:** Collect, evaluate, and analyze indicators and progress benchmarks related to addressing systemic disparities

The first measure is required to be completed before meaningful work on this measure can be performed.

|         |     |
|---------|-----|
| 2021 2Q | 10% |
|---------|-----|

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## Equity & Justice Department Office of Equal Opportunity Division

*Anchorage: Performance. Value. Results.*

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**Mission**

Assure and monitor compliance with Title VII of the Civil Rights Act of 1964 relating to equal opportunity, Title VII and Disadvantaged Business Enterprise program (DBE).

**Direct Services**

Office of Equal Opportunity (OEO) is responsible for:

- Training
- Investigations
- Disadvantage Business Enterprise Program (DBE)

**Accomplishment Goals**

- Reduce the number of complaints that charge discriminatory practices through a proactive training program.

**Performance Measures**

Progress in achieving goals shall be measured by:

**Measure #1: Increase employee equal opportunity and Contractors training classes and participation by 5% annually.**

| Employee Equal Opportunity & Contractors Compliance Training |    |    |    |    |
|--|----|----|----|----|
| 2020   | Q1 | Q2 | Q3 | Q4 |
| Training Sessions  | 1  | 0  | 0  | 3  |
| Attendance   | 10 | 0  | 0  | 45 |
|  |    |    |    |    |

**PVR Measure WC: Managing Workers' Compensation Claims**

Reducing job-related injuries is a priority for the Administration by ensuring safe work conditions and safe practices. By instilling safe work practices, we ensure not only the safety of our employees but reduce the potential for injuries and property damage to the public. The Municipality is self-insured and every injury poses a financial burden on the public and the injured worker's family. It just makes good sense to WORK SAFE.

Results are tracked by monitoring monthly reports issued by the Risk Management Division.

