



# Department of Finance CY 2022 Equity Impact Plan

**Leadership Sponsor:** Jerry Wilhelm

**Equity Lead(s):** Hal Lambert, Courtney Lewis, Ramanpreet Sandhu, Javed Khan

## **Departmental Equity Guiding Statement:**

The Department of Finance (DOF) is committed to review its policies and procedures by applying the equity lens to identify and eradicate discovered inequities. In the process, we will continue to reinforce and protect the trust all residents have that their government responsibly manages resources and provides exceptional services.

## **Context:**

In the past, DOF has worked to alleviate accessibility issues related to financial information that is published by the department as well as reviewed internal processes to identify any other inequities. Information pamphlets were distributed to libraries throughout the county to help residents access online the Annual Comprehensive Financial Report (ACFR) as well the Popular Annual Financial Report. During review of internal DOF processes, it was noted that diverse languages spoken in the county were not being accommodated with certain forms being available in English language only. Our efforts will continue to identify such inequities in DOF's various processes that impact Fairfax County residents, other departments, and employees.

## **Long-term Outcome(s):**

- Cultural and Recreational Opportunities
- Economic Opportunity
- Efficient and Effective Government
- Empowerment and Support for Residents Facing Vulnerability
- Environment
- Health
- Housing and Neighborhood Livability
- Lifelong Education and Learning
- Mobility and Transportation
- Safety and Security

## **System-Level Infrastructure:**

We will work with DOF HR Manager and county Department of Human Resources (DHR) to remove the name of applicants when job applications are forwarded to the hiring manager. We will follow DHR's guidance towards applying equity into our hiring process.

## DEPARTMENT OF FINANCE CALENDAR YEAR 2022 EQUITY IMPACT PLAN

Short-Term Goals	One Fairfax Area of Focus	Actions	Stakeholders	Timeline	Resources and Supports	Responsible Parties	Performance Measures
1. Equip DOF employees with equity trainings at all levels so that various DOF processes are reviewed from an equity point of view.	#18	Offer equity trainings to all newly hired employees.	New employees	2022 onwards	DOF equity team & One Fairfax team	DOF equity team	Number of new hired employees who were trained for equity.
		Provide continuous equity training opportunities for current employees.	Current employees	2022 onwards	DOF equity team & One Fairfax team	DOF equity team	Number of current employees who were offered opportunities for continues equity education.
2. Identify DOF workforce equity issues in hiring and promotion.	#16 and #17	Identify possible inequities in hiring, retention and promotion process and propose solutions.	Current employees	2022 onwards	DOF equity team & One Fairfax team	DOF equity team	DOF will request to HRD that applicants be given an 'applicant number' and have the applicant names removed from job applications.
		If issues are identified, provide training on how to perform better during annual review process which may help find career advancing opportunities to employees.	Current employees	2022 onwards	DOF equity team & One Fairfax team	DOF equity team	Build and offer training for annual review improvement skills and interview training to all DOF employees.
		If issues are identified, provide interview trainings which may help find career advancing opportunities to employees.	Current employees	2022 onwards	DOF equity team & One Fairfax team	DOF equity team	

<b>3. Review DOF's major processes that impact County agencies and/or County citizens to enhance inclusivity.</b>	#17	DOT equity team will continue to review major processes for inequities.	County agencies and County residents	2022 onwards	DOF equity team	DOF equity team	Number of issues identified, and solutions proposed.
		Propose solutions to alleviate inequities if identified.	County agencies and County residents	2022 onwards	DOF equity team	DOF equity team	

DocuSigned by:  
  
 AEF7273BBC1C4EE...

Director's Signature: \_\_\_\_\_