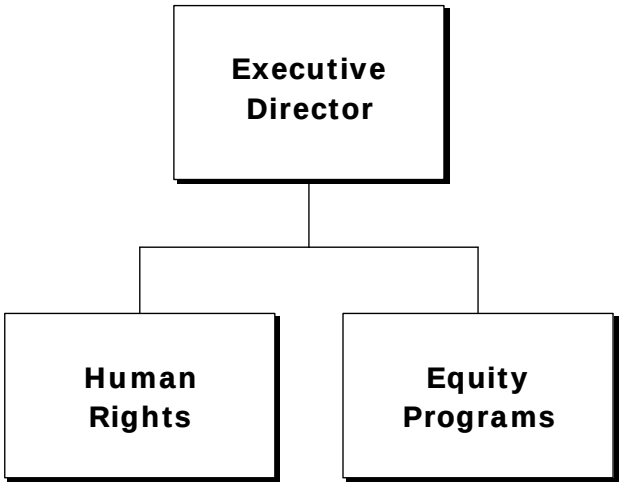
Office of Human Rights and Equity Programs



Mission

To institute an affirmative human rights program of positive efforts to eliminate discrimination and to provide the public and Fairfax County employees with recourse for discriminatory acts.

AGENCY DASHBOARD			
Key Data	FY 2013	FY 2014	FY 2015
1. Mandatory Trainings	94	96	61
2. Customers Trained	2,355	2,934	3,382
3. Number of Human Rights Cases Filed	488	429	784
4. Number of Equity Program Cases Filed	25	48	20
5. Combined Outreach Events	49	37	59
6. Alleged discrimination complaints closed	167	187	153

Focus

Human Rights

The Human Rights Division in the Office of Human Rights and Equity Programs is responsible for staffing the Human Rights Commission and is charged with enforcing the Fairfax County Human Rights Ordinance. The Human Rights Division receives and investigates complaints filed by any person who believes he/she has been discriminated against in Fairfax County in violation of the County's Human Rights Ordinance. The Human Rights Ordinance has been deemed substantially equivalent to the federal civil rights laws in employment and housing. Persons who file complaints with this office will automatically have their cases filed with the federal agencies when applicable, thereby enjoying federal protections as well. Persons may file discrimination complaints on the basis of race, color, sex, religion, national origin, marital status, age, familial status (applies to housing only), or disability in the areas of employment, housing, public accommodations, private education, or credit. The Human Rights Division also provides educational services to employers, the housing industry and other businesses in Fairfax County concerning compliance with the Ordinance.

In addition to the above, the Human Rights Division manages the County's Fair Housing Plan and implements its strategies by conducting and reporting on fair housing tests, filing fair housing complaints when necessary, training rental agents and housing counselors in the County's rental market, establishing and staffing the Commission's Fair Housing Task Force, and continuing to study and report on the County's fair housing needs.

In order to meet the Human Rights Division's mission and pursue its vision, staff serves Fairfax County through civil rights enforcement, complaint resolution, and education and outreach. Staff is dedicated to consistently and efficiently providing superior service to the public and ensuring that service options and processes are clear to all concerned. The staff will identify, develop and maintain an organizational structure that implements objectives and priorities, will adopt systems and procedures that maximize efficient use of resources, and will maintain effective information technology solutions to enhance service delivery.

The Office of Human Rights and Equity Programs supports the following County Vision Elements:

- *Maintaining Safe and Caring Communities*
- *Connecting People and Places*
- *Creating a Culture of Engagement*
- *Exercising Corporate Stewardship*

The Human Rights Division's success in service delivery is driven by several key factors. The demand for services from the public is the primary factor. Federal laws and regulations governing the agency's services to the U.S. Equal Employment Opportunity Commission (EEOC) and the U.S. Department of Housing and Urban Development (HUD) affect how work is done. When these laws or regulations are amended, the funding relationship with these organizations can be affected substantially. Further, enforcement relationships with federal, state and other partners can also be affected by policy changes and the County's ability to implement those changes. Successful settlements between the complainant and the respondent totaling over $600,000 were realized for Fairfax County residents in 2015.

Equity Programs

The Equity Programs staff has continued efforts to increase diversity awareness in the County workforce and the community. In addition to offering mandatory training programs related to laws that prohibit employment discrimination, staff participated in a variety of community sponsored events to provide information regarding equal opportunity in the County.

In FY 2015, a total of 61 training sessions were conducted and a total of 3,382 employees attended these sessions. Information and services to promote the availability of equal access for persons with disability were enhanced. Equity Programs partnered with the Department of Human Resources to launch online training for all county-wide mandatory anti-discrimination trainings beginning in 2015. Staff had an active role in the coordination of continued physical improvements to County facilities consistent with the County's policy to comply with the Americans with Disabilities Act (ADA). The Office of Human Rights and Equity Programs conducted a total of 59 combined outreach events to residents, employees and the community during FY 2015.

Budget and Staff Resources

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Revised	FY 2017 Advertised
FUNDING				
Expenditures:				
Personnel Services	$1,255,317	$1,415,783	$1,415,783	$1,408,653
Operating Expenses	127,136	118,995	126,086	118,995
Total Expenditures	$1,382,453	$1,534,778	$1,541,869	$1,527,648
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	17 / 17	16 / 16	16 / 16	16 / 16

This department has 4/3.9 FTE Grant Positions in Fund 50000, Federal-State Grants.

FY 2017 Funding Adjustments

The following funding adjustments from the FY 2016 Adopted Budget Plan are necessary to support the FY 2017 program.

- **Employee Compensation** **$42,870**
  An increase of $42,870 in Personnel Services includes $18,830 for a 1.33 percent market rate adjustment (MRA) for all employees and $24,040 for performance-based and longevity increases for non-uniformed merit employees, both effective July 2016.

- **Compensation Adjustment** **($50,000)**
  A decrease of $50,000 in Personnel Services is associated with cost efficiencies primarily resulting from hiring vacant positions at lower salaries than previously budgeted.

Changes to FY 2016 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2016 Revised Budget Plan since passage of the FY 2016 Adopted Budget Plan. Included are all adjustments made as part of the FY 2015 Carryover Review, and all other approved changes through December 31, 2015.

- **Carryover Adjustments** **$7,091**
  As part of the *FY 2015 Carryover Review*, the Board of Supervisors approved unencumbered funding of $7,091 as part of the Incentive Reinvestment Initiative that allowed agencies to identify savings and efficiencies in FY 2015 and return a portion to reinvest in employees.

Cost Centers

The two cost centers in the Office of Human Rights and Equity Programs are Human Rights and Equity Programs.

Human Rights

The Human Rights Cost Center enforces the Fairfax County Human Rights Ordinance by accepting and investigating complaints filed by individuals who believe they have been discriminated against in Fairfax County in the areas of employment, housing, public accommodations, private education, and credit on the basis of race, color, sex, religion, national origin, marital status, age, disability, and familial status (in housing only). The Human Rights Cost Center also conducts outreach, provides resources and offers education and training services concerning issues of discrimination to industries, organizations and groups in the private and non-profit sectors, and to the public at large. All of the above services are provided free of charge.

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Revised	FY 2017 Advertised
EXPENDITURES				
Total Expenditures	$1,127,136	$1,095,135	$1,102,226	$1,075,415
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	14 / 14	13 / 13	13 / 13	13 / 13

1	Director HR/Equity Programs	4	Human Rights Specialists III	1	Management Analyst II
1	Human Rights Deputy Director	5	Human Rights Specialists II	1	Administrative Assistant III

TOTAL POSITIONS
13 Positions / 13.0 FTE

Equity Programs

The Equity Programs Cost Center administers the County's Equal Employment Enforcement (EEO) program. The Equity Programs Cost Center also ensures the County's compliance with all federal, state, and County mandates granting equal access to all County services, programs and employment opportunities. Fairfax County is an Equal Opportunity Employer that does not discriminate on the basis of race, color, sex, creed, religion, national origin, age, disability, genetic information, veterans' status or disabled veterans' status.

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Revised	FY 2017 Advertised
EXPENDITURES				
Total Expenditures	$255,317	$439,643	$439,643	$452,233
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	3 / 3	3 / 3	3 / 3	3 / 3

1	Human Rights Specialist III	1	Human Rights Specialist II	1	Administrative Assistant IV

TOTAL POSITIONS
3 Positions / 3.0 FTE

Key Performance Measures

Indicator	Prior Year Actuals FY 2013 Actual	FY 2014 Actual	FY 2015 Estimate/Actual	Current Estimate FY 2016	Future Estimate FY 2017
Human Rights					
Percent change in the average age of cases pending at the end of the fiscal year	2%	(3%)	(7%)/(1%)	(13%)	0%
Percentage of complainant/respondent satisfaction with the overall quality of the Human Rights Division's intake and mediation services	98.0%	99.0%	90.0%/94.0%	90.0%	90.0%
Equity Programs					
Percent of customers who increased their knowledge of diversity, multiculturalism, and EEO laws[1]	NA	86.0%	86.0%/92.0%	86.0%	86.0%
Percent of time responses are given within one business day	94.0%	87.0%	85.0%/95.0%	85.0%	85.0%

[1] The FY 2013 actual for this indicator is not available as the survey was not performed in FY 2013.

A complete list of performance measures can be viewed at www.fairfaxcounty.gov/dmb/fy2017/advertised/pm/39.pdf

Performance Measurement Results

In FY 2015, the average age of the pending case inventory in the Human Rights Division was 374 days, a small decrease from the FY 2014 total of 376 days; however, OHREP achieved an approximately 29 percent decrease in the number of cases over 270 days old from FY 2014 due to a focus on older case resolutions and processing requirements associated with cases dual-filed with the U.S. Department of Housing and Urban Development. In addition, OHREP secured over $600,000 in settlement dollars in FY 2015.

The Equity Programs Division has continued efforts to increase diversity awareness in the County workforce and the community. In addition to offering mandatory training programs related to laws that prohibit employment discrimination, staff participated in a variety of County mandated trainings to provide information regarding equal opportunity to County employees. In FY 2015, a total of 61 training sessions were conducted and a total of 3,382 employees attended these sessions. This decrease in training sessions conducted reflects the change from instructor-led trainings to online trainings, as well as, how such training numbers are captured. Total cases investigated by the Equity Programs Division decreased from 48 in FY 2014 to 20 in FY 2015, a decrease of 58 percent. It should be noted that beginning in FY 2015 Diversity Plans are now being updated every two years with all agencies submitting at the same time every other year. Previously half of all agencies submitted their plans in odd numbered years and the other half in even numbered years.