

Lines of Business Reduction Impact Statements

Office of Human Rights and Equity Programs

001-39-128 Eliminate Executive/Leadership Position

LOB Number	LOB Title	Positions	Expenditures	Revenue	Net Reduction
39-01	Enforcing Compliance with the County's Human Rights Ordinance	1 / 1.0 SYE	\$120,219	\$0	\$120,219

DESCRIPTION OF REDUCTION

As part of the FY 2009 Adopted Budget Plan, the Office of Human Rights (OHR) was merged with the Office of Equity Programs (OEP), creating the Office of Human Rights and Equity Programs (OHREP). With the creation of the new agency, a joint director position was established, leaving the previous OHR Director position unfilled. As part of the FY 2010 budget process, the decision was made to eliminate this vacant position instead of the originally planned reclassification of the position to a lower level because this position alone represents 39 percent of the net budget reduction for OHREP. The elimination of this position does not eliminate the service; rather, it reduces the overall level of service by eliminating a position from the agency.

IMPACT OF REDUCTION

The Human Rights Division (HRD) of OHREP is charged with enforcing the Fairfax County Human Rights Ordinance. The Board of Supervisors adopted the Ordinance to secure and promote the health, safety and general welfare of the residents of the County by ensuring that all persons are afforded equal opportunity to participate in the social, cultural, economic, and other phases of community life free from any discrimination. The position reduction impacts all citizens (public and corporate) of the County as it prevents the reclassification of the position to a lower level position, or lower level positions, to address the HRD's customer service needs. Staff reduction will increase the amount of time to process cases, resulting in an increase in the pending inventory and adversely affecting the delivery of services.

001-39-129 Eliminate Administrative Support Position

LOB Number	LOB Title	Positions	Expenditures	Revenue	Net Reduction
39-02	Enforcing Compliance with the County's Human Rights Ordinance	1 / 1.0 SYE	\$43,122	\$0	\$43,122

DESCRIPTION OF REDUCTION

Eliminates one Administrative Assistant III position that provides administrative support to the staff of the Office of Human Rights and Equity Programs. The support staff is made up of four administrative positions. The elimination of the Administrative Assistant III position will not eliminate the support service, but could potentially impact the overall delivery of service by requiring remaining staff to take on the additional duties.

IMPACT OF REDUCTION

The Administrative Assistant III position is responsible for making sure time sensitive documents are copied and mailed out on time, coordinating the scheduling of appeals, extensions, and conciliation agreements, serves as backup to all other administrative positions, and makes sure that all investigative documents are processed in order of priority. Existing staff will be required to assume these duties, potentially impacting overall service delivery and increasing the number of days required to process cases.

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001-39-130 Eliminate Education/Outreach Position

LOB Number	LOB Title	Positions	Expenditures	Revenue	Net Reduction
39-03	Education and Outreach	1 / 1.0 SYE	\$78,401	\$0	\$78,401

DESCRIPTION OF REDUCTION

Eliminates one Communications Specialist III. A prominent FY 2009 initiative of the Human Rights Division (HRD), the Human Rights Commission, and the Office of Human Rights and Equity Programs (OHREP) as a whole, was to fill this vacant position to lead its education and outreach program. The elimination of the Communications Specialist III position, while not eliminating the HRD's education and outreach services, will impact the level of customer services provided by requiring other staff to take on additional duties.

IMPACT OF REDUCTION

In addition to enforcing compliance with the County's Human Rights Ordinance, the HRD provides educational services to citizens, employers, the housing industry and other business in the County on compliance with the Ordinance; tests the housing market for discrimination and publishes reports on its results; and conducts studies and publishes its reports to the Board of Supervisors on the need for legislative changes in the Ordinance and other topics relating to its mission. The HRD's education and outreach program aids in the prevention of discrimination and increases the public's awareness of services provided by the HRD. As the Commission evolved it became clear that education and outreach is more essential than ever in its positive efforts to eliminate discrimination. The reduction of the Communications Specialist III position will require existing staff to assume additional duties, potentially impacting overall service delivery and the advancement of the public's awareness of the County's services through education and outreach.

001-39-131 Eliminate Investigator/Trainer Position

LOB Number	LOB Title	Positions	Expenditures	Revenue	Net Reduction
39-04	Equal Employment Enforcement	1 / 1.0 SYE	\$61,055	\$0	\$61,055

DESCRIPTION OF REDUCTION

Eliminates one Investigator/Trainer position. The Equal Employment Enforcement program consists of Equal Employment Opportunity (EEO) compliance, Americans with Disabilities Act (ADA) compliance, training/prevention, and diversity. Three quarters of the resources are used to ensure County compliance with federal, state, and County mandates granting equal access to all County services, programs, and employment opportunities. With the elimination of this position, there will remain three senior level positions and one entry level position in the division.

IMPACT OF REDUCTION

This staff reduction will require existing staff to assume additional duties, potentially impacting overall service delivery. Additionally, the reduction represents a potential increase in the County's legal liabilities regarding EEO matters.

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<i>Office of Human Rights and Equity Programs</i>					
001-39-132 Reduce Operating Expenses					
LOB Number	LOB Title	Positions	Expenditures	Revenue	Net Reduction
39-05	Reduce Operating Expenditures	0 / 0.0 SYE	\$4,814	\$0	\$4,814
DESCRIPTION OF REDUCTION					
An amount of \$4,814 reflects a reduction in operating expenditures. This will have little impact on the level of service provided by the agency and does not affect any positions.					
IMPACT OF REDUCTION					
The impact of this reduction of \$4,814 from Operating Expenses is insignificant and can be absorbed within the agency's annual budget.					