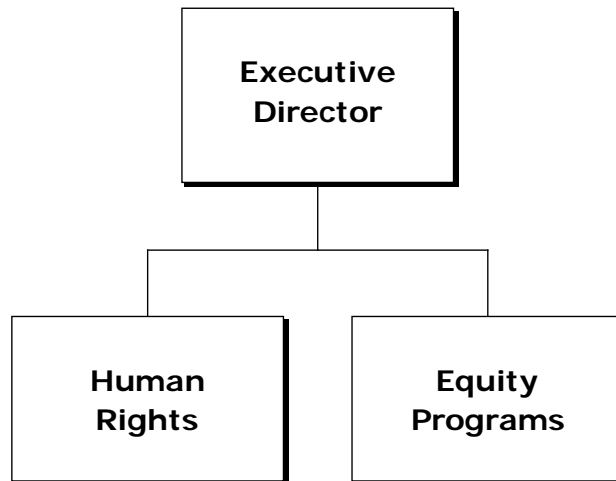


# Office of Human Rights and Equity Programs



## 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.

<b>AGENCY DASHBOARD</b>			
Key Data	FY 2015	FY 2016	FY 2017
1. Mandatory Trainings <sup>1</sup>	61	N/A	N/A
2. Customers Trained	3,382	9,626	9,669
3. Number of Human Rights Cases Filed	484	480	460
4. Number of Equity Program Cases Filed	20	38	42
5. Combined Outreach Events	59	69	51
6. Alleged discrimination complaints closed	153	181	172

<sup>1</sup> Mandatory trainings transitioned to online only trainings in FY 2016, therefore, this measure is no longer tracked.

## 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, disability, familial status (applies to housing only), in the areas of employment, housing, public accommodations, private education, or credit. The Human Rights Division

# Office of Human Rights and Equity Programs

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 serve Fairfax County through civil rights enforcement, complaint resolution, and education and outreach. 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. Furthermore, 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 \$435,000 were realized for Fairfax County residents in FY 2017.

### 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 online 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 2017, a total of 9,669 training sessions were conducted via online training. Staff had an active/lead 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 51 combined outreach events to residents, employees, and the community during FY 2017.

# Office of Human Rights and Equity Programs

## Budget and Staff Resources

Category	FY 2017 Actual	FY 2018 Adopted	FY 2018 Revised	FY 2019 Advertised
<b>FUNDING</b>				
Expenditures:				
Personnel Services	\$1,286,413	\$1,461,251	\$1,461,251	\$1,677,174
Operating Expenses	285,337	119,995	242,604	119,995
<b>Total Expenditures</b>	<b>\$1,571,750</b>	<b>\$1,581,246</b>	<b>\$1,703,855</b>	<b>\$1,797,169</b>
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>				
Regular	17 / 17	17 / 17	18 / 18	18 / 18

This department has 3/3.0 FTE Grant Positions in Fund 50000, Federal-State Grants.

## FY 2019 Funding Adjustments

The following funding adjustments from the FY 2018 Adopted Budget Plan are necessary to support the FY 2019 program.

- \$215,923**

◆ **Employee Compensation**  
 An increase of \$62,278 in Personnel Services includes \$32,878 for a 2.25 percent market rate adjustment (MRA) for all employees and \$29,400 for performance-based and longevity increases for non-uniformed merit employees, both effective July 2018. An additional \$153,645 is associated with positions added in FY 2017 and FY 2018 as a result of workload requirements.

## Changes to FY 2018 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2018 Revised Budget Plan since passage of the FY 2018 Adopted Budget Plan. Included are all adjustments made as part of the FY 2017 Carryover Review, and all other approved changes through December 31, 2017.

- \$122,609**

◆ **Carryover Adjustments**  
 As part of the FY 2017 Carryover Review, the Board of Supervisors approved encumbered funding of \$115,990 and unencumbered funding of \$6,619 as part of the Incentive Reinvestment Initiative that allowed agencies to identify savings and efficiencies in FY 2017 and retain a portion to reinvest in employee training and other employee development and succession planning opportunities.
- \$0**

◆ **Position Adjustment**  
 The County Executive approved the redirection of 1/1.0 FTE position to Agency 39, Office of Human Rights, due to workload requirements.

# Office of Human Rights and Equity Programs

## 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 2017 Actual	FY 2018 Adopted	FY 2018 Revised	FY 2019 Advertised
<b>EXPENDITURES</b>				
Total Expenditures	\$1,359,838	\$1,123,902	\$1,246,511	\$1,321,009
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>				
Regular	14 / 14	14 / 14	15 / 15	15 / 15
1 Director HR/Equity Programs	3	3 Human Rights Specialists III	1 Management Analyst II	
1 Human Rights Deputy Director	8	8 Human Rights Specialists II	1 Administrative Assistant III	
<b>TOTAL POSITIONS</b>				
14 Positions / 14.0 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 2017 Actual	FY 2018 Adopted	FY 2018 Revised	FY 2019 Advertised
<b>EXPENDITURES</b>				
Total Expenditures	\$211,912	\$457,344	\$457,344	\$476,160
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>				
Regular	3 / 3	3 / 3	3 / 3	3 / 3
1 Human Rights Specialist III	1	1 Human Rights Specialist II	1 Administrative Assistant IV	
<b>TOTAL POSITIONS</b>				
3 Positions / 3.0 FTE				

# Office of Human Rights and Equity Programs

## Key Performance Measures

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate/Actual	FY 2018	FY 2019
<b>Human Rights</b>					
Percentage of complainant/respondent satisfaction with the overall quality of the Human Rights Division's intake and mediation services	94.0%	98.3%	95.0%/99.6%	95.0%	95.0%
<b>Equity Programs</b>					
Percent of time responses are given within one business day	95.0%	96.0%	90.0%/90.0%	90.0%	90.0%

A complete list of performance measures can be viewed at  
<https://www.fairfaxcounty.gov/budget/fy-2019-advertised-performance-measures-pm>

## Performance Measurement Results

In FY 2017, the Office of Human Rights and Equity Programs achieved an approximate 12 percent decrease in the number of cases over 270 days old from FY 2016 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, the Office of Human Rights and Equity Programs secured approximately \$435,000 in settlement dollars in FY 2017.

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 2017, 9,669 customers completed trainings compared to 9,626 in FY 2016. The agency will continue to provide necessary education and training with a goal of 6,500 customers trained in FY 2018 and beyond. Total cases investigated by the Equity Programs Division increased from 38 in FY 2016 to 42 in FY 2017, an increase of 10 percent. No Diversity Plans were submitted or reviewed in FY 2017.