



# Department of Finance

## CY 2023 Equity Impact Plan

**Leadership Sponsor:** Jerry Wilhelm, Deputy Finance Director

**Equity Lead(s):** Ngozi Ugwu, Accountant III, Operations Support, Operations & IT Support Division

**Departmental Equity Guiding Statement:**

The Department of Finance (DOF) is committed to diversity and equity in the workplace and in service to other county agencies and the public by reviewing its policies and procedures to identify and eradicate any 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 DOF as well as reviewed internal processes to identify any other inequities. Information pamphlets were distributed to libraries throughout the county to help citizens access online the Annual Comprehensive Financial Report 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 citizens, other departments, and employees. In addition, with Risk Management Division (RMD) being the main public-facing division of DOF, RMD is intensifying efforts to make translation services available to residents.

**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 follow all Department of Human Resources guidance towards incorporating equity into our hiring process.

Language Access: We will increase awareness of the language interpreters, United Language Group, that can assist callers who contact DOF. We will make information about languages that can be interpreted by the United Language Group, available at DOF entrance and on the website.

## DEPARTMENT OF FINANCE CALENDAR YEAR 2023 EQUITY IMPACT PLAN

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	1. Research the availability of Finance-specific equity training.	County residents, DOF staff	2023 onwards	DOF Human Resources, DOF equity team	DOF Human Resources, DOF equity team	Number of newly hired employees who receive finance-specific equity training.
		2a. Provide translation contact for claimants who cannot speak English.	County residents	2023 onwards	DOF equity team, United Language Group	DOF equity team	

		2b. Continue working with language access through United Language Group (ULG). Determine if ULG provides written translation as well as verbal translation.	County residents	2023 onwards	County Language Access Program Team, United Language Group	DOF equity team	Number of successful translations compared to total number of requests.
<b>3. Determine if there is a way to pay claimants who do not have bank accounts through alternative payment methods.</b>	#18	3. When notified that residents/claimants are unbanked, offer alternative payment methods to them.	County residents	2023 onwards	DOF staff, Bank of America resources.	DOF equity team, Risk Management, Accounts Payable and Investment and Cash Management Divisions of DOF.	Number (or percent) of requests for alternative payment solutions versus number of solutions provided.  Progress towards alternative payment solutions.

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

Chris Pietsch

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