

Office of Human Rights and Equity Programs CY 2023 Equity Impact Plan



Leadership Sponsor: Kenneth Saunders, Director

Equity Lead(s): Amanda Schlener, Fair Housing Program Manager
Barksdale Haggins, Fair Housing Specialist

Departmental Equity Guiding Statement:

The Office of Human Rights and Equity Programs (“OHREP”) aims to identify and address discrimination throughout Fairfax County in the areas of employment, housing, public accommodations, private education, and lending on the basis of race, color, national origin, sex, gender identity, sexual orientation, genetic information, religion, creed, marital status, familial status, childbirth or related conditions, pregnancy, age, disability, political affiliation, source of funds and military status. OHREP is committed to achieving its mission through enforcement actions, being a model employer, and through implementing education and outreach programs.

Background and Context:

OHREP takes complaints of discrimination from members of the public and Fairfax County Government employees based on protected classes outlined in the Fairfax County Human Rights Ordinance and Fair Housing Act. OHREP has also been certified as “substantially equivalent” to HUD to take complaints of housing discrimination alleged to have occurred in the county as part of OHREP’s responsibility to enforce the federal Fair Housing Act and to affirmatively further fair housing throughout the county. According to OHREP’s 2020 Annual Report, 26% of all non-housing discrimination cases filed with the office alleged Race as the protected class. The second top basis’s for filing were Disability (21%) and Retaliation (21%). The number of Disability cases in 2020 increased significantly from 13% in 2019 to 21% in 2020. In the housing area, Disability remained the top basis for filing (47%) for the third consecutive year. The second most frequent basis for filing in 2020 was Race, which increased significantly from 14% in 2019 to 21% in 2020. Thus, in regard to trends of inequities seen by our office, Race and Disability appear to be the most frequent basis’s for filing complaints with our office and this follows a national trend.

Long-term Outcome(s):

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| <input type="checkbox"/> Cultural and Recreational Opportunities | <input type="checkbox"/> Health |
| <input type="checkbox"/> Economic Opportunity | <input checked="" type="checkbox"/> Housing and Neighborhood Livability |
| <input type="checkbox"/> Efficient and Effective Government | <input type="checkbox"/> Lifelong Education and Learning |
| <input checked="" type="checkbox"/> Empowerment and Support for Residents Facing Vulnerability | <input type="checkbox"/> Mobility and Transportation |
| <input type="checkbox"/> Environment | <input type="checkbox"/> Safety and Security |

System-Level Infrastructure:

Our Equity Programs Division ("EPD") prepares the State and Local Government Plan (EEO-4), which provides data on employment and hiring broken down by race and sex in various job sectors e.g. administrative support, professionals, skilled craft...etc. EPD identifies inequitable trends in some cases, however, it has no power to affect those trends as hiring across the county is within the purview of Department of Human Resources.

OFFICE OF HUMAN RIGHTS AND EQUITY PROGRAMS CALENDAR YEAR 2023 EQUITY IMPACT PLAN

Goals	One Fairfax Area of Focus	Actions	Stake holders	Timeline	Resources and Supports	Responsible Parties	Performance Measures	
FOCUS AREA: EQUITY PROGRAMS DIVISION								
1. Identify trends in the underreporting of discrimination, harassment, and retaliation complaints by individuals of a certain protected class	#17	1a.	At the end of each quarter run a report with the quarterly EPD filings broken-down by protected basis for each County Department.	HR Department Managers	Quarterly 1/2023 - 1/2024	Time on a quarterly basis to prepare the quarterly report and review trends.	Equity Programs Manager	Number of complaints per agency.
		1b.	Review trends quarterly and consider other options to review trends. If the quarterly trends identify an unusually high number of complaints from as single Agency and signal a need for targeted education/ outreach/ training; OHREP will contact the HR Manager for the Department and provide support needed.	HR Department Managers	Quarterly 1/2023 - 1/2024	Meet with HR Managers semi-annually regarding any negative trends identified and develop a survey or some document to collect input and/or feedback from the county workforce.	Equity Programs Manager	
		1c.	Run a year-end report with all filings to provide to HR Managers for each County Department.	HR Department Managers	Annually 1/2023 - 1/2025	Time on an annual basis to review trends in underreporting, to send annual report to HR Managers, and to meet to discuss it with HR Managers.	Equity Programs Manager	
FOCUS AREA: INTAKE & INVESTIGATION								
2. To increase access to OHREP'S services (intakes,	#17	2a.	Provide translation services to those parties who are non-English speakers or those who merely feel more comfortable speaking in their native tongue.	Contracted Language Services Line	Ongoing 1/2023 - 1/2024	Contracted Language Services Line and Bilingual staff	Intake Supervisor	Strive to increase satisfaction survey scores between translated and

(intakes, participation in investigations, mediation, etc.) by providing translation services.

non-translated intake appointments.

You FOCUS AREA: FAIR HOUSING

3. Maintain / increase diversity of members on the Fair Housing Taskforce to ensure various viewpoints are communicated	#2 #17	3a.	Request all current taskforce members complete a Demographics form, and continue to request completion of the form for each new joining member.	Members of the Fair Housing Task Force	Annual 1/2023 - 1/2024	Time spent creating and disseminating the demographics survey.	Fair Housing Program Manager	Review the number of minority taskforce members to make sure the Task Force reflects representation from diverse communities in the county.
		3b.	In interactions with stakeholders-private, public, non-profit sectors, members, commissions, outreach specialist, and others-look for diversity when identifying potential new members.	Members of the Fair Housing Task Force	Ongoing 1/2023 - 1/2025	Time spent on ensuring diversity in membership.	Fair Housing Specialist	

4. Ensure that the agency and County are fully represented in negotiations and implementation of the Regional Analysis of Impediments and maintain a record of recommendations addressed or underway	#2 #17	4a.	Attend all meetings and actively participate in all aspects related to the Regional Analysis of Impediments, including providing data as requested.	AI Partners	Ongoing 1/2023 - 1/2024	Time spent on reviewing AI, formalizing reports, and conducting meetings.	Fair Housing Specialist	Number of AI Planning meetings attended.
		4b.	Prepare an annual summary of efforts undertaken and progress made towards the AI to provide to agency representatives (directors/senior staff/Board of Supervisors).	Agency directors and senior staff	Annual 1/2023 - 1/2024	Time spent preparing annual summary.	Fair Housing Specialist	

FOCUS AREA: OUTREACH AND EDUCATION

5. Maintain / increase diversity of members on the Student	#17	5a.	Request all current SHRC members complete a Demographics form, and continue to request	Student Human Rights Commission members	Annual 1/2023 - 1/2024	Time spent creating and disseminating the	Fair Housing Program Manager	Review the percentage of minority members on the Student
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Human Rights Commission to ensure county-wide representation		completion of the form for each new joining member.			demographics survey.		Human Rights Commission to make sure it reflects a diverse body.	
	5b.	Prioritize the selection of a diverse group of new SHRC recruits for the following school year.	Student Human Rights Commission members	Ongoing 1/2023 - 1/2025	Time spent on ensuring diversity in membership	Fair Housing Program Manager		
6. Increase awareness of the services and resources provided to underrepresented groups (identified by intake demographics) by targeted outreach	#17	6a.	Review underrepresentation in intake filings on an annual basis, and readjust outreach targets as necessary.	Community Partners	Annual 1/2023 - 1/2024	Time spent preparing reports, reviewing report trends and identifying targeted events	Intake Coordinator and Fair Housing Program Manager	Review the number of outreach events conducted in each Region and consider "best practices" to enhance these events.
		6b.	Prepare an annual report to track staff attendance at outreach events and activities, including identifying the region the event took place, and if applicable the specific protected group targeted by the event.	N/A	Annual 1/2023 - 1/2024	Time spent preparing report	Outreach Coordinator	

Director's Signature:  _____
Kenneth Saunders