

**Program # 72088 - Central Human Resources Affirmative Action, Diversity, Equity & Version 6/29/2006 s**

**Priority:** Accountability **Lead Agency:** County Management  
**Program Offer Type:** Program Alternative / **Program Contact:** Travis Graves  
**Related Programs:** 10012

**Program Characteristics:**

**Executive Summary**

Program offer components include the Affirmative Action Office, the Diversity and Equity Office and the Cultural Competency Framework. This program provides Countywide leadership for intercultural competency, diversity initiatives, equal opportunity and affirmative action planning and monitoring. It is responsible for the removal of barriers that achieve open and equal access to services and employment and mandatory compliance with federal, state and local laws prohibiting employment discrimination.

**Program Description**

The program provides regulatory compliance planning, monitoring and reporting for Affirmative Action, Equal Employment Opportunity, and Americans with Disabilities Act; internal reporting on departmental performance and trends on hiring, promotion and terminations; prevention and intervention strategies designed to reduce and solve discrimination claims, including mediation services; complaint investigations with recommendations to departments for follow-up actions and to decision-makers for policy review; develop and implement the Cultural Competency Framework; training and consultation on Diversity, cultural competency, workplace harassment, EEO, ADA and reasonable accommodation; leadership for organizational development efforts, such as diversity committees, network groups and the annual Diversity Conference co-sponsored with the City of Portland and Clackamas County.

**Program Justification**

The program supports the Accountability strategies by fostering an organizational climate that attracts and retains a highly qualified, diverse, culturally competent workforce. This Countywide program eliminates duplicate efforts by assuming the responsibility of mandatory reporting required of the departments, communicating both positive and negative performance. The program oversees a consistent, uniform complaint process to ensure a safe avenue for employee communication, and formal tracking of issues to inform organizational improvements. This program reduces County risk, develops staff competencies, and defines expected employee performance required to achieve County objectives through policy, consultation, investigation findings and learning events.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY04-05)	Current Year Purchased (FY05-06)	Current Year Estimate (FY05-06)	Next Year Offer (FY06-07)
Output	Number of complaints	36	0	24	24
Outcome	Percentage of complaint investigations completed within 30 days.	100%	0%	100%	100%

**Performance Measure - Description**

A higher percentage of investigations completed within 30 days means a reduced risk for the County by meeting the typical legal test for demonstrating prompt action and response.

The output measure used here is a workload indicator. The number of complaints is not indicative of organizational climate. For instance, a high number of complaints may mean employees feel safe to raise concerns and trust the process to address their issues fairly, while a low number of complaints may mean employees are fearful to communicate.

## Legal/Contractual Obligation

Maintain complaint procedures in accordance with Article 24(b) of Local 88 agreement. Carry out directives in the Diversity Initiative. Presidential Executive Orders 11246, (as amended) and 11478 Congressional Federal Register; Title 41 Part 60-2 Revised Order No. 4 Title VII of the Civil Rights Act of 1964, as amended by the President on March 24, 1972, CFR Titles 28, 29 and 43 Vietnam-era Veterans Readjustment Act of 1974 and American with Disabilities Act (Public Law 101-336); Oregon Revised Statutes ORS 659A.030; Multnomah County's Municipal Code 3.10.270; and Board of County Commissioners for Multnomah County, Oregon Resolutions No. 04-007 and No. 04-186; Multnomah County Personnel Rule 3-40, Discrimination and Harassment-free Workplace

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2006	2006	2007	2007
<b>Program Expenses</b>				
Personnel	\$0	\$412,386	\$260,904	\$0
Contracts	\$0	\$11,771	\$21,500	\$0
Materials & Supplies	\$0	\$3,176	\$15,754	\$0
Internal Services	\$88,000	\$40,687	\$38,551	\$0
Subtotal: Direct Exps:	<b>\$88,000</b>	<b>\$468,020</b>	<b>\$336,709</b>	<b>\$0</b>
Administration	\$0	\$0	\$101,891	\$286
Program Support	\$0	\$0	\$4,618	\$0
Subtotal: Other Exps:	<b>\$0</b>	<b>\$0</b>	<b>\$106,509</b>	<b>\$286</b>
Total GF/non-GF:	<b>\$88,000</b>	<b>\$468,020</b>	<b>\$443,218</b>	<b>\$286</b>
Program Total:	<b>\$556,020</b>		<b>\$443,504</b>	
Program FTE	0.00	0.00	3.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$482,308	\$0	\$0
Program Revenue for Admin	\$0	\$0	\$343	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$482,308</b>	<b>\$343</b>	<b>\$0</b>

## Explanation of Revenues

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #71006A, Human Resources - Diversity, Equity and Affirmative Action

Central Human Resources programs were restructured using current service level resources to implement the Countywide HR Realignment Plan. The Executive Committee approved the Countywide HR Realignment Plan to address the organizational issues and gaps left after the dissolution of County Business Services. The HR units within departments reported back to their department effective October 2005, and soon after the Central Recruitment Unit staff also transitioned back to their respective departments.