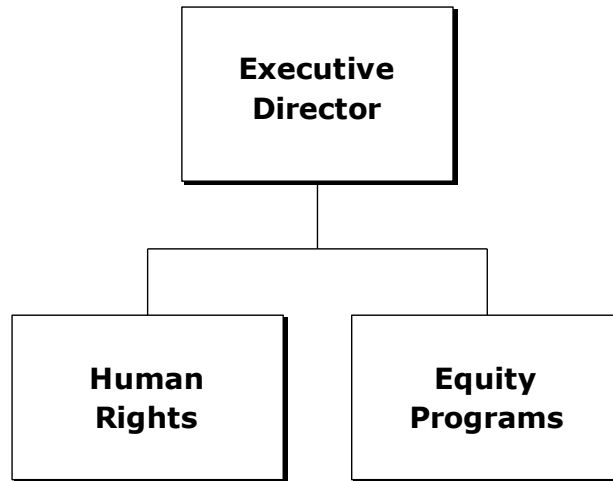


Office of Human Rights and Equity Programs



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.

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 also provides educational services to employers, the housing industry and other businesses in Fairfax County concerning compliance with the Ordinance.

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

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.

Office of Human Rights and Equity Programs

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 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 \$540,000 were realized for Fairfax County residents in FY 2018.

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 2018, a total of 25,189 training sessions were conducted via online training. Fairfax County satisfied the terms of its Settlement Agreement with the Department of Justice under the Americans with Disabilities Act (ADA) effective August 6, 2018. The Office of Human Rights and Equity Programs conducted a total of 51 combined outreach events to residents, employees, and the community during FY 2018.

Budget and Staff Resources

Category	FY 2018 Actual	FY 2019 Adopted	FY 2019 Revised	FY 2020 Advertised	FY 2020 Adopted
FUNDING					
Expenditures:					
Personnel Services	\$1,382,539	\$1,677,174	\$1,677,174	\$1,721,486	\$1,739,936
Operating Expenses	115,920	119,995	285,985	119,995	119,995
Total Expenditures	\$1,498,459	\$1,797,169	\$1,963,159	\$1,841,481	\$1,859,931
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	18 / 18	18 / 18	18 / 18	18 / 18	18 / 18

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

Office of Human Rights and Equity Programs

FY 2020 Funding Adjustments

The following funding adjustments from the FY 2019 Adopted Budget Plan are necessary to support the FY 2020 program. Included are all adjustments recommended by the County Executive that were approved by the Board of Supervisors, as well as any additional Board of Supervisors' actions, as approved in the adoption of the Budget on May 7, 2019.

- ◆ **Employee Compensation** **\$62,762**
 An increase of \$62,762 in Personnel Services includes \$35,222 for a 2.10 percent market rate adjustment (MRA) for all employees and \$27,540 for performance-based and longevity increases for non-uniformed merit employees, both effective July 2019.

Changes to FY 2019 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2019 Revised Budget Plan since passage of the FY 2019 Adopted Budget Plan. Included are all adjustments made as part of the FY 2018 Carryover Review, FY 2019 Third Quarter Review, and all other approved changes through April 30, 2019.

- ◆ **Carryover Adjustments** **\$165,990**
 As part of the FY 2018 Carryover Review, the Board of Supervisors approved funding of \$165,990, including \$115,990 in encumbered funding in Operating Expenses and \$50,000 in unencumbered carryover in Operating Expenses associated with the Lines of Business (LOBS) Phase II initiative.

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 2018 Actual	FY 2019 Adopted	FY 2019 Revised	FY 2020 Advertised	FY 2020 Adopted
EXPENDITURES					
Total Expenditures	\$1,278,581	\$1,321,009	\$1,486,999	\$1,353,160	\$1,366,546
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	15 / 15	15 / 15	15 / 15	15 / 15	15 / 15
1 Director, HR/Equity Programs	3	Human Rights Specialists III	1	Management Analyst II	
1 Director, Human Rights Program	8	Human Rights Specialists II	1	Administrative Assistant III	
TOTAL POSITIONS					
15 Positions / 15.0 FTE					

Office of Human Rights and Equity Programs

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 2018 Actual	FY 2019 Adopted	FY 2019 Revised	FY 2020 Advertised	FY 2020 Adopted
EXPENDITURES					
Total Expenditures	\$219,878	\$476,160	\$476,160	\$488,321	\$493,385
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	3 / 3	3 / 3	3 / 3	3 / 3	3 / 3
1 Human Rights Specialist III	1	1 Human Rights Specialist II	1	Administrative Assistant IV	
TOTAL POSITIONS					
3 Positions / 3.0 FTE					

Key Performance Measures

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate/Actual	FY 2019	FY 2020
Human Rights					
Percentage of complainant/respondent satisfaction with the overall quality of the Human Rights Division's intake and mediation services	98.3%	99.6%	95.0% /100.0%	95.0%	95.0%
Equity Programs					
Percent of time responses are given within one business day ¹	96.0%	90.0%	90.0% /NA	NA	NA

¹Due to the sensitive nature of complaints, access is limited to investigative and management staff and does not pass through normal administrative channels. As a result, this metric will no longer be tracked.

A complete list of performance measures can be viewed at
<https://www.fairfaxcounty.gov/budget/fy-2020-adopted-performance-measures-pm>

Office of Human Rights and Equity Programs

Performance Measurement Results

In FY 2018, the Office of Human Rights and Equity Programs achieved an approximate 15.1 percent decrease in the number of cases over 270 days old from FY 2017 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 \$540,000 in settlement dollars in FY 2018.

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 2018, there was a sharp increase to 25,189 completed OHREP mandatory trainings, compared to 9,669 in FY 2017. This increase was due to 1) a May, 2018 requirement by the Office of Development and Training/Human Resources Information Systems Division that all County employees complete OHREP mandatory training in EmployeeU; 2) that this training be completed within 90 days of receiving notice; and 3) provisions under PM 39-06 requiring departments to audit and report quarterly to OHREP on employee compliance with the mandatory training. As these trainings recur every two years, the total number of employees completing OHREP mandatory trainings in FY 2019 will likely decrease. The agency will continue to provide necessary education and training with a goal of 6,500 customers trained in FY 2019 and 7,000 in FY 2020.

Total cases investigated by the Equity Programs Division increased from 42 in FY 2017 to 61 in FY 2018, an increase of 26 percent. Though the agency had projected that 49 Diversity Plans would be submitted and reviewed in FY 2018, due to a delay with DHR's upgrade of the EEO Codes, Diversity Plans were unable to be submitted.