

# 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 (OHREP) is responsible for staffing the Human Rights Commission (HRC) 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.

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.

To meet the Human Rights Division's mission and pursue its vision, staff serve Fairfax County through civil rights enforcement, complaint resolution, 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 \$674,000 were realized for Fairfax County residents in FY 2019.

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.

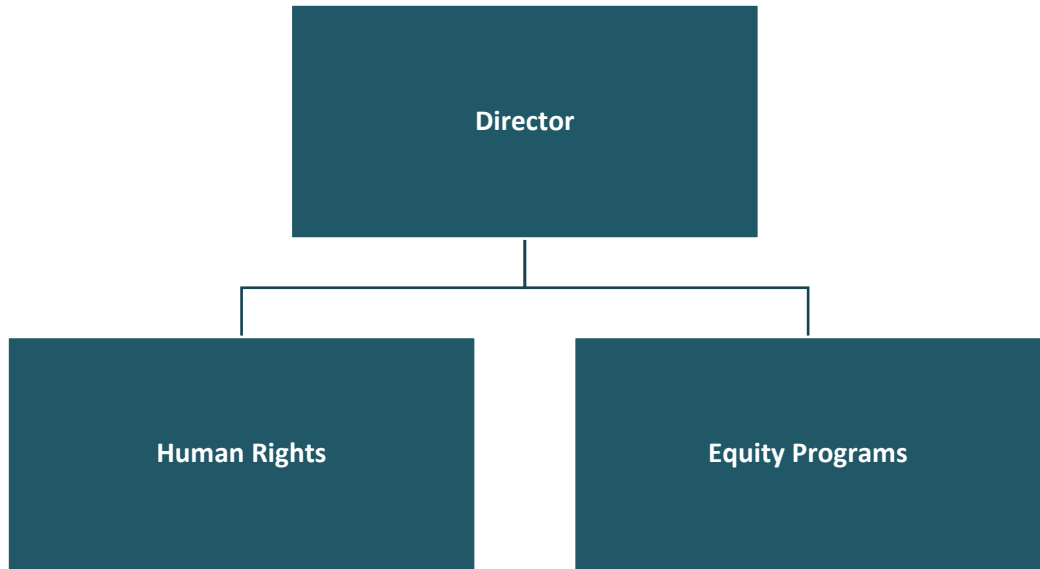
In FY 2019, a total of 29,433 training sessions were conducted via online and in person training. The Office of Human Rights and Equity Programs conducted a total of 74 combined outreach events to residents, employees, and the community during FY 2019.

# Office of Human Rights and Equity Programs

## Pandemic Response and Impact

OHREP has responded to the COVID-19 pandemic by offering 100 percent teleworking to all staff. Additionally, the agency has implemented a daily rotation schedule of in-office staff that is limited to two to three staff per day. This schedule has allowed the agency to continue to provide all required services. OHREP will continue with this plan as long as necessary as it has no impact on the agency's budget. In addition, OHREP postponed recruitment of several vacant Human Rights Specialist II positions.

## Organizational Chart



## Budget and Staff Resources

Category	FY 2019 Actual	FY 2020 Adopted	FY 2020 Revised	FY 2021 Advertised	FY 2021 Adopted
<b>FUNDING</b>					
<b>Expenditures:</b>					
Personnel Services	\$1,441,198	\$1,739,936	\$1,699,936	\$1,795,691	\$1,739,936
Operating Expenses	218,956	119,995	179,318	119,995	119,995
<b>Total Expenditures</b>	<b>\$1,660,154</b>	<b>\$1,859,931</b>	<b>\$1,879,254</b>	<b>\$1,915,686</b>	<b>\$1,859,931</b>
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>					
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.

## FY 2021 Funding Adjustments

The following funding adjustments from the FY 2020 Adopted Budget Plan are necessary to support the FY 2021 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 12, 2020.

FY 2021 funding remains at the same level as the FY 2020 Adopted Budget Plan.

## Changes to FY 2020 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2020 Revised Budget Plan since passage of the FY 2020 Adopted Budget Plan. Included are all adjustments made as part of the FY 2019 Carryover Review, FY 2020 Third Quarter Review, and all other approved changes through April 30, 2020.

**Carryover Adjustments** **\$19,323**  
As part of the FY 2019 Carryover Review, the Board of Supervisors approved funding of \$19,323 in encumbered funding in Operating Expenses mainly attributable to a lease for copy equipment.

## 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 the above services are provided free of charge.

Category	FY 2019 Actual	FY 2020 Adopted	FY 2020 Revised	FY 2021 Advertised	FY 2021 Adopted
<b>EXPENDITURES</b>					
Total Expenditures	\$1,429,735	\$1,366,546	\$1,385,869	\$1,406,999	\$1,366,546
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>					
Regular	15 / 15	15 / 15	15 / 15	15 / 15	15 / 15

### 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 2019 Actual	FY 2020 Adopted	FY 2020 Revised	FY 2021 Advertised	FY 2021 Adopted
<b>EXPENDITURES</b>					
Total Expenditures	\$230,419	\$493,385	\$493,385	\$508,687	\$493,385
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>					
Regular	3 / 3	3 / 3	3 / 3	3 / 3	3 / 3

## Position Detail

The FY 2021 Adopted Budget Plan includes the following positions:

HUMAN RIGHTS - 15 Positions					
1	Director, HR/Equity Programs		8	Human Rights Specialists II	
1	Director, Human Rights Program		1	Management Analyst II	
3	Human Rights Specialists III		1	Administrative Assistant III	
EQUITY PROGRAMS - 3 Positions					
1	Human Rights Specialist III				
1	Human Rights Specialist II				
1	Administrative Assistant IV				

## Performance Measurement Results

In FY 2019, the Office of Human Rights and Equity Programs achieved an approximate 1.2 percent decrease in the number of cases over 270 days old from FY 2018 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 \$674,000 in settlement dollars in FY 2019.

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.

The total number of completed trainings increased nearly 17 percent from 25,249 in FY 2018 to 29,433 in FY 2019. The agency will continue to provide necessary education and training with a goal of 7,500 trainings in FY 2020. All OHREP mandatory course content was updated in FY 2019.

Total cases investigated by the Equity Programs Division increased from 61 in FY 2018 to 72 in FY 2019, an increase of 18 percent. There will be 49 Diversity Plans submitted and reviewed in FY 2020.

Indicator	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate/Actual	FY 2020 Estimate	FY 2021 Estimate
<b>Human Rights</b>					
Percentage of complainant/respondent satisfaction with the overall quality of the Human Rights Division's intake and mediation services	99.6%	100.0%	95.0%/100.0%	95.0%	95.0%
<b>Equity Programs</b>					
Percent of time responses are given within one business day <sup>1</sup>	90.0%	NA	NA/NA	NA	NA

<sup>1</sup> Due 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-2021-adopted-performance-measures-pm>