

EQUITY

REQUESTED BUDGET for FY 2021-22



OFFICE of EQUITY
and HUMAN RIGHTS
CITY OF PORTLAND





**OFFICE of EQUITY
and HUMAN RIGHTS**
CITY OF PORTLAND

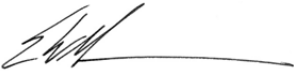
Commissioner in Charge:
Ted Wheeler, Mayor

Bureau Director:
Dr. Markisha Smith



Date: January 29, 2021

To: Commissioner Jo Ann Hardesty
Commissioner Mingus Mapps
Commissioner Carmen Rubio
Commissioner Dan Ryan

From: Mayor Ted Wheeler 
Bureau Director Markisha Smith

Subject: FY 2021-22 Office of Equity and Human Rights Requested Budget

We are pleased to submit the FY 2021-22 Requested Budget for the Office of Equity and Human Rights (OEHR). While the City has made significant progress in institutionalizing equitable policies, practices, programs, and procedures, there remain urgent and exciting opportunities for the City to expand its commitment to equity. As evidenced by both qualitative and quantitative data, the City must continue to invest resources in achieving equitable outcomes for Black, Indigenous, people of color, and people living with disabilities in Portland.

Office of Equity and Human Rights-Planning for the Future

The Strategic Plan for the Office of Equity and Human Rights is nearing completion as of January 2021. Based on the goals and strategies outlined in the plan, it is imperative that the Office of Equity continue to engage in thoughtful forward planning to sustain capacity to lead equity work Citywide. With the addition of several new positions to the office, there will be a need to ensure that all Office of Equity staff are appropriately classed to their citywide equity leadership functions and compensated. Additionally, as new initiatives and programs emerge from the Strategic Plan, the Office of Equity anticipates new requests for ongoing funds to ensure a sustainable service level.

Respectfully submitted,

Mayor Ted Wheeler

In compliance with Civil Rights laws, it is the policy of the City of Portland that no person shall be excluded from participation in, denied the benefits of, or be subjected to discrimination in any City program, service, or activity on the grounds of race, color, national origin, or disability. To request accommodations, translation and/or interpretation, to file complaints, or for additional information or services, please contact us at 503-823-4433, City TTY 503-823-6868, or Oregon Relay Service: 711.



**OFFICE of EQUITY
and HUMAN RIGHTS**
CITY OF PORTLAND

Commissioner in Charge:
Ted Wheeler, Mayor
Bureau Director:
Dr. Markisha Smith



Date: January 27, 2021

To: Mayor Ted Wheeler Commissioner Dan Ryan
Commissioner Mingus Mapps Commissioner Jo Ann Hardesty
Commissioner Carmen Rubio

Re: Office of Equity and Human Rights FY 2021-22 Requested Budget

The Bureau Advisory Committee (BAC) for the Office of Equity and Human Rights welcomes the opportunity to comment on the FY 2021-22 requested budget.

On January 21, 2021, three representatives of the BAC met with Office of Equity staff and City Budget Office staff to discuss the requested budget.

We ask Council to consider the sustainability of its capacity investments in the Office of Equity and ensure that all staff are appropriately classed and compensated.

COVID-19 has shone a light on the reality that Black people, Indigenous people, and people of color bear the brunt of the pandemic's burdens. The murder of George Floyd reminds us that communities are reeling from systemic racism and white supremacy. We are pleased to see that City Council responded to the community's calls for increased focus on equity by greatly expanding the Office of Equity's capacity, adding five full-time positions and critical Professional Learning and Technical Assistance funding in the Fall 2020-21 BMP. We recommend that Council give the Office of Equity increased authority and oversight to hold the City accountable for institutionalizing equity in policies, practices, and procedures.

The BAC urges City Council to affirm its commitment to equity and fund the proposal, so the Office can continue to further the City's equity goals and objectives.

Thank you for your ongoing support of the Office of Equity and Human Rights.

Sincerely,
Office of Equity Bureau Advisory Committee Representatives
Linda Angst
Aidan Gronauer
Briana Stansbury

In compliance with Civil Rights laws, it is the policy of the City of Portland that no person shall be excluded from participation in, denied the benefits of, or be subjected to discrimination in any City program, service, or activity on the grounds of race, color, national origin, or disability. To request accommodations, translation and/or interpretation, to file complaints, or for additional information or services, please contact us at 503-823-4433, City TTY 503-823-6868, or Oregon Relay Service: 711.

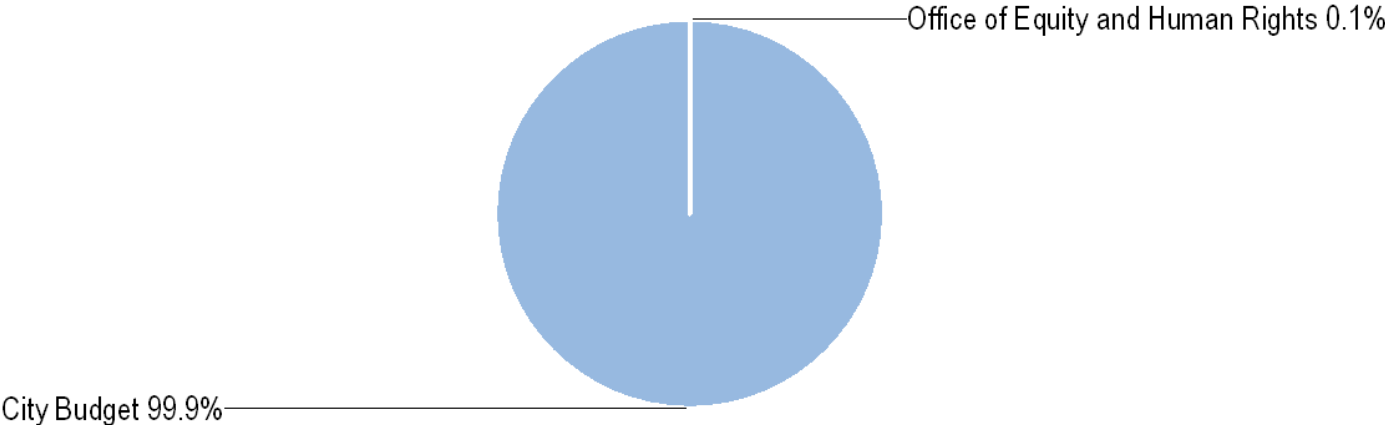
Office of Equity & Human Rights

Community Development Service Area

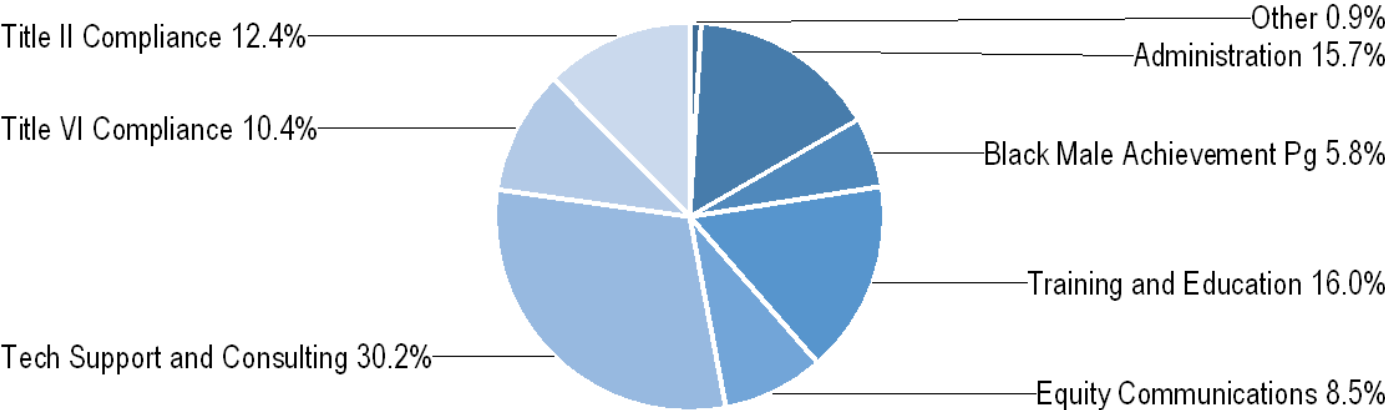
Mayor Ted Wheeler, Commissioner-in-Charge

Markisha Smith, Director

Percent of City Budget Graph

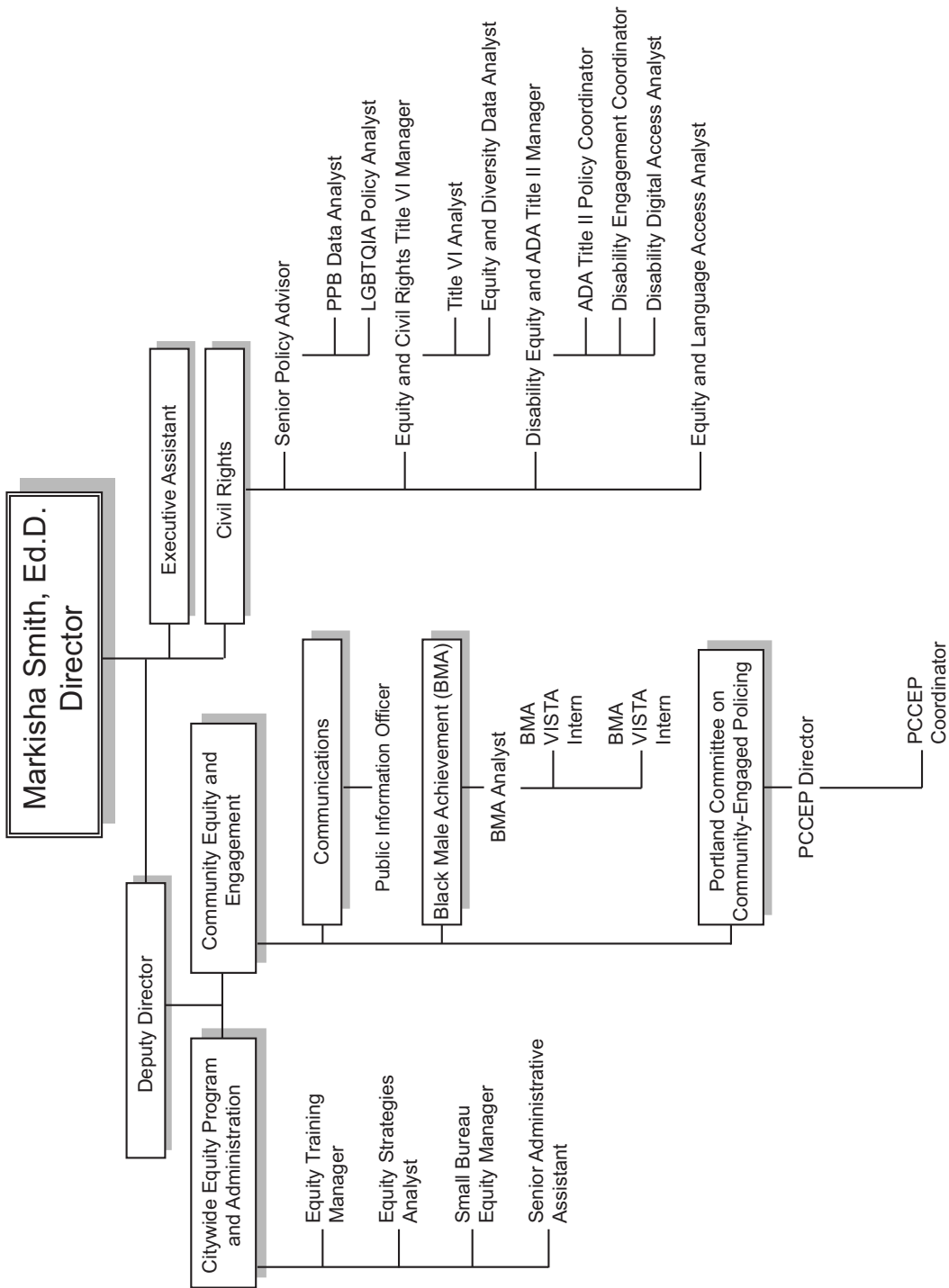


Bureau Programs



Bureau Overview

| Requirements | Revised FY 2020-21 | Requested FY 2021-22 | Change from Prior Year | Percent Change |
|----------------------|--------------------|----------------------|------------------------|----------------|
| Operating | \$2,932,786 | \$3,233,754 | \$300,968 | 10% |
| Capital | | | | |
| Total | \$2,932,786 | \$3,233,754 | \$300,968 | 10% |
| Authorized Positions | 20.00 | 20.00 | — | —% |



Bureau Summary

Bureau Mission

The Office of Equity and Human Rights is a citywide office providing leadership and accountability by guiding and educating City of Portland staff, and analyzing and creating policies, practices, and procedures that dismantle systems of oppression for our most marginalized Portland communities. While race and disability equity are centered in our work, we believe that individuals may experience multiple forms of oppression and discrimination so for this reason we approach equity with an intersectional analysis.

Bureau Overview

The Office of Equity and Human Rights (OEHR) was created in September 2011 by City Council. The office provides services to all City bureaus in the areas of professional learning and technical assistance related to promoting equity and reducing disparity throughout the City. The office has ten program areas carried out by 19 employees. The programs are: Administration and Support, Diverse Empowered Employees of Portland (DEEP), Equity Training and Education, Equity Policy and Practice Consulting, Civil Rights Title VI and Equity, Americans with Disabilities (ADA) Title II and Disability Equity Advisory Bodies, Black Male Achievement Program (BMA), Equity Communications, Portland Commission on Disability, and Human Rights Commission. Portland Commission on Disability will be transformed into the Disability Equity Taskforce in 2021. The Human Rights Commission is currently on hiatus for a restructuring. The office also administers and supports the Black Male Achievement Program.

Strategic Direction

In September of 2018, a summary report for the Office of Equity and Human Rights Strategic Planning Stakeholder Engagement revealed that key priorities for the Office of Equity and Human Rights should be to:

- ◆ Support equity work within City bureaus
- ◆ Support workplace equity
- ◆ Support Commissions
- ◆ Increase presence and accessibility in the community
- ◆ Increase the Office of Equity and Human Right's authority in order to make structural and systemic changes within the City

This report, along with many other reports detailing feedback both externally and internally, are the foundation for the current work of the Office of Equity and Human Rights Strategic Plan. The strategic planning process started in October 2019, was delayed due to the COVID-19 pandemic and continued through the beginning of 2021. This plan will provide guidance for the next three years. The primary goals for the strategic plan are to:

- ◆ Establish the role of the Office of Equity and Human Rights internally and externally.
- ◆ Provide goals and strategies that guide the work of the Office of Equity and Human Rights Citywide.
- ◆ Deliver exceptional services and support by centering race and disability equity with an intersectional analysis and approach.

Additionally, the Portland Plan's Framework for Equity describes the equity approach to be undertaken by the City, outlines the action items for various bureaus, and provides a framework of program-specific goals. The overall long-term goals are as follows:

- ◆ Create a Citywide Equity Initiative;
- ◆ Collect and review City data that reflects on and informs equity work; and
- ◆ Create an equity strategy for City bureaus and staff.

The Office of Equity and Human Rights has made significant progress on the long-term goals of the Portland Plan's Framework for equity and moved beyond those efforts by creating a more robust process for Title II of the Americans with Disabilities Act and Title VI of the Civil Rights Act, developing the Citywide Racial Equity Goals and Strategies, guiding bureaus through the creation of Racial Equity Plans, expanding training and education with workshops such as the Racial Equity Results-Based Accountability, and institutionalizing equity in the budget process through an equity framework and an enhanced budget equity tool.

Planning for Future Costs

The Strategic Plan for the Office of Equity and Human Rights is nearing completion as of January 2021. Based on the goals and strategies outlined in the plan, it is imperative that the Office of Equity continue to engage in thoughtful forward planning to sustain capacity to lead equity work Citywide. With the addition of several new positions to the office, there will be a need to ensure that all Office of Equity staff are appropriately classed to their citywide equity leadership functions and compensated. This may result in higher personnel costs, the impact of which is unknown at this time. Therefore, the bureau may be required to prioritize within existing resources – reducing external materials and services budget – later in the FY 2021-22 budget process to cover these expenditures if additional resources are not added to cover increased personnel costs. The bureau anticipates future ongoing funding asks as new initiatives and programs emerge from the Strategic Plan to promote sustainability.

Summary of Budget Decisions

None.

Office of Equity & Human Rights

| Performance | Actuals FY 2018-19 | Actuals FY 2019-20 | Target FY 2020-21 | Target FY 2021-22 | Strategic Target |
|--|-----------------------|-----------------------|----------------------|----------------------|---------------------|
| OUTCOME | | | | | |
| Percentage of ADA Title II Transition Plan barriers removed by City bureaus each year | 90% | NA | 90% | 90% | 100% |
| Percentage of City management that are employees of color | 25% | 23% | 25% | 25% | 28% |
| Percentage of City workforce that are employees of color | 35% | 27% | 27% | 27% | 30% |
| OUTPUT | | | | | |
| Number of HRC advisements, consultations, or technical assistance provided to City bureaus and elected officials offices | 19 | 3 | 10 | NA | NA |
| Number of participants who engaged in BMA sponsored/hosted activities or programs | 500 | 1,800 | 2,500 | 3,000 | 1,500 |
| WORKLOAD | | | | | |
| # of Equity 101 training sessions offered annually | 47 | 30 | 45 | 50 | 60 |
| Number of bureau consultations regarding the Language Access Program | 48 | 47 | 40 | 50 | 50 |
| Number of bureau consultations regarding Title II / Title VI | 215 | 176 | 150 | 150 | 150 |
| Number of City employees who received equity trainings annually | 423 | 613 | 500 | 600 | 5,682 |
| Number of requests by City bureaus or elected officials for equity consultation or technical assistance | 60 | 160 | 60 | 160 | 200 |
| Number of requests to PCOD for advice, consultation, or technical assistance by City bureaus or elected officials | 20 | NA | 10 | NA | 10 |

Office of Equity & Human Rights

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Base FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-----------------------|-----------------------|-----------------------|--------------------|-------------------------|
| Resources | | | | | |
| External Revenues | | | | | |
| Charges for Services | 0 | 4,305 | 5,000 | 5,000 | 5,000 |
| External Revenues Total | 0 | 4,305 | 5,000 | 5,000 | 5,000 |
| Internal Revenues | | | | | |
| General Fund Discretionary | 1,146,008 | 1,239,018 | 1,778,227 | 1,680,842 | 1,680,842 |
| General Fund Overhead | 682,885 | 852,290 | 1,101,964 | 1,476,602 | 1,476,602 |
| Interagency Revenue | 50,749 | 23,584 | 47,595 | 71,310 | 71,310 |
| Internal Revenues Total | 1,879,642 | 2,114,892 | 2,927,786 | 3,228,754 | 3,228,754 |
| Beginning Fund Balance | 0 | 0 | 0 | 0 | 0 |
| Resources Total | 1,879,642 | 2,119,197 | 2,932,786 | 3,233,754 | 3,233,754 |
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 1,357,656 | 1,739,251 | 2,332,078 | 2,601,881 | 2,601,881 |
| External Materials and Services | 299,448 | 147,641 | 350,551 | 362,769 | 362,769 |
| Internal Materials and Services | 222,538 | 232,305 | 250,157 | 269,104 | 269,104 |
| Bureau Expenditures Total | 1,879,642 | 2,119,197 | 2,932,786 | 3,233,754 | 3,233,754 |
| Ending Fund Balance | 0 | 0 | 0 | 0 | 0 |
| Requirements Total | 1,879,642 | 2,119,197 | 2,932,786 | 3,233,754 | 3,233,754 |
| Programs | | | | | |
| Administration | 393,699 | 522,958 | 677,200 | 508,345 | 508,345 |
| Black Male Achievement Pg | 202,124 | 176,411 | 191,797 | 188,978 | 188,978 |
| Citywide Equity Council | 587 | — | — | — | — |
| Citywide Equity Program | 64,136 | — | 144,643 | — | — |
| Civil Rights Program | 212,416 | 4,998 | — | — | — |
| Comm Equity & Engagement | — | — | 64,403 | — | — |
| DEEP Program | 22,720 | 45,627 | 32,742 | 30,422 | 30,422 |
| Disability Commission | 159,339 | 123,664 | — | — | — |
| Equity Communications | 92,029 | 97,668 | 116,236 | 273,974 | 273,974 |
| Human Rights Commission | 126,524 | 153,461 | 8,443 | — | — |
| Racial Equity Toolkit Cohort | 90,098 | 362 | — | — | — |
| Tech Support & Consulting | 271,628 | 381,963 | 673,194 | 976,624 | 976,624 |
| Title II Compliance | — | 183,136 | 349,102 | 401,197 | 401,197 |
| Title VI Compliance | — | 191,575 | 416,339 | 335,350 | 335,350 |
| Training & Education | 244,343 | 237,374 | 258,687 | 518,864 | 518,864 |
| Total Programs | 1,879,642 | 2,119,197 | 2,932,786 | 3,233,754 | 3,233,754 |

Office of Equity & Human Rights

| Class | Title | Salary Range | | Revised FY 2020-21 | | Requested No DP FY 2021-22 | | Requested FY 2021-22 | |
|----------|-------------------------------|--------------|---------|-----------------------|------------------|-------------------------------|------------------|-------------------------|------------------|
| | | Min | Max | No. | Amount | No. | Amount | No. | Amount |
| 30003002 | Administrative Specialist I | 44,075 | 70,055 | 1.00 | 59,967 | 1.00 | 59,967 | 1.00 | 59,967 |
| 30003004 | Administrative Specialist III | 53,290 | 104,701 | 1.00 | 85,862 | 1.00 | 85,862 | 1.00 | 85,862 |
| 30003006 | Analyst I | 53,290 | 104,701 | 6.00 | 492,814 | 6.00 | 492,814 | 6.00 | 492,814 |
| 30003007 | Analyst II | 63,336 | 111,681 | 3.00 | 287,506 | 3.00 | 287,506 | 3.00 | 287,506 |
| 30003027 | Coordinator I - NE | 48,277 | 94,878 | 2.00 | 165,817 | 2.00 | 165,817 | 2.00 | 165,817 |
| 30003028 | Coordinator II | 53,290 | 104,701 | 2.00 | 161,273 | 2.00 | 161,273 | 2.00 | 161,273 |
| 30003029 | Coordinator III | 63,336 | 111,681 | 1.00 | 106,974 | 1.00 | 106,974 | 1.00 | 106,974 |
| 30003034 | Deputy Director I | 91,728 | 161,390 | 1.00 | 111,509 | 1.00 | 111,509 | 1.00 | 111,509 |
| 30003037 | Director I | 111,696 | 201,191 | 1.00 | 155,855 | 1.00 | 155,855 | 1.00 | 155,855 |
| 30003097 | Public Information Officer | 63,336 | 111,681 | 1.00 | 105,913 | 1.00 | 105,914 | 1.00 | 105,914 |
| | Total Full-Time Positions | | | 19.00 | 1,733,490 | 19.00 | 1,733,491 | 19.00 | 1,733,491 |
| 30003006 | Analyst I | 53,290 | 104,701 | 1.00 | 72,425 | 1.00 | 6,584 | 1.00 | 6,584 |
| | Total Limited Term Positions | | | 1.00 | 72,425 | 1.00 | 6,584 | 1.00 | 6,584 |
| | Grand Total | | | 20.00 | 1,805,915 | 20.00 | 1,740,075 | 20.00 | 1,740,075 |

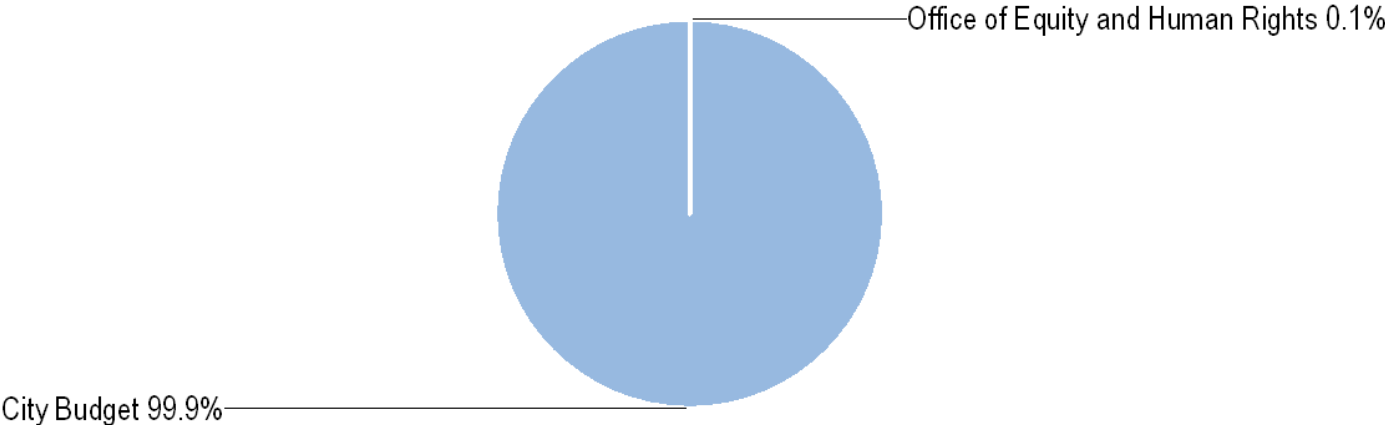
Office of Equity & Human Rights

Community Development Service Area

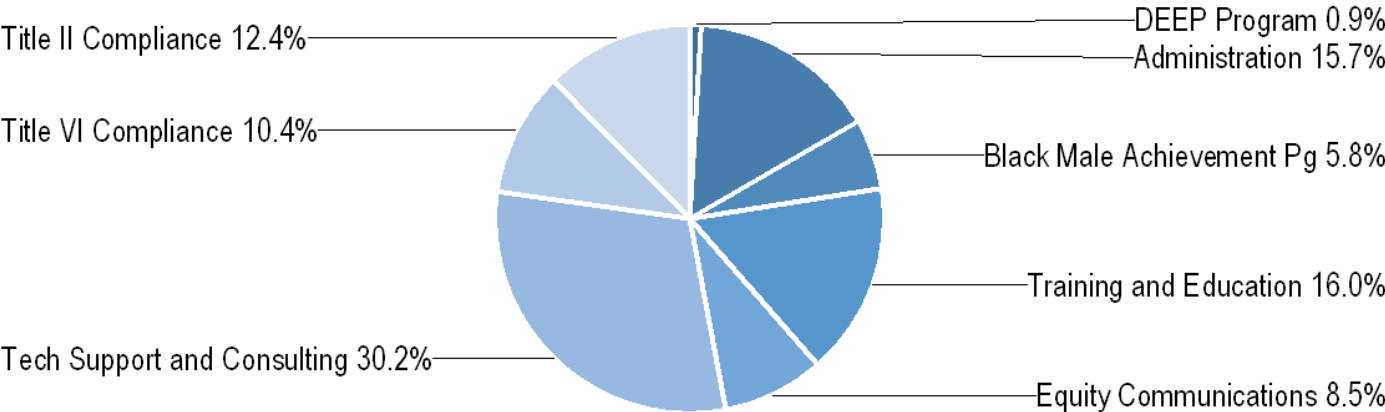
Mayor Ted Wheeler, Commissioner-in-Charge

Markisha Smith, Director

Percent of City Budget Graph



Bureau Programs



Bureau Overview

| Requirements | Revised FY 2020-21 | Requested FY 2021-22 | Change from Prior Year | Percent Change |
|----------------------|--------------------|----------------------|------------------------|----------------|
| Operating | \$2,932,786 | \$3,233,754 | \$300,968 | 10% |
| Capital | | | | |
| Total | \$2,932,786 | \$3,233,754 | \$300,968 | 10% |
| Authorized Positions | 20.00 | 20.00 | — | —% |

ADA Title II and Disability Equity Advisory Bodies

Program Description & Goals

ADA Title II and Disability Equity division of the Office of Equity and Human Rights exists to ensure the City is compliant with ADA Title II and to move beyond compliance by eliminating institutional, physical and social barriers facing people with disabilities living in the City of Portland. The goal is to establish and evaluate ADA Title II compliance of City events, budget allocations, plans, policies, program and services. Also to educate and move bureaus to higher awareness and knowledge about disability equity issues and concerns.

| Performance | Actuals FY 2018-19 | Actuals FY 2019-20 | Target 2020-21 | Target FY 2021-22 | Strategic Target |
|---|-----------------------|-----------------------|-------------------|----------------------|---------------------|
| Percentage of ADA Title II Transition Plan barriers removed by City bureaus each year | 90% | NA | 90% | 90% | 100% |
| Number of bureau consultations regarding Title II / Title VI | 215 | 176 | 150 | 150 | 150 |

Explanation of Services

People with disabilities comprise roughly 21% of Portland’s population. Since 1991, federal law has obligated the City to provide equitable access to programs, services, and activities to people with disabilities. The City has been successfully sued several times for not meeting its legal obligation to people with disabilities. In 2016 an audit report found the ADA Title II work in OEHR lacking in resources and content. Over the last few years the disability work at OEHR has shifted to rework and reestablish ADA Title II policy and Admin Rule that clearly defines the City’s legal obligation to create an inclusive institution.

The primary service of this division is to create and establish a strong foundation of ADA Title II compliance at the City. This is achieved through developing policy, providing training and consultation to bureaus and evaluation progress through audits, most notably The ADA Title Transition Plan and The ADA Title II Self Evaluation. The division also seeks to move beyond a compliance foundation, once established, to work in partnership with the disability community to eliminate institutional ableism and social stigmatization, through opportunities to represent disability needs and issues to City planners and decision makers.

Equity Impacts

People with disabilities represent 21% of the Portland population, yet only represent 3% of the employees of the City of Portland. This means many people who work on City programs, events, services, and policies do not represent the disability community and often are not aware of how government impacts people with disabilities. The lack of representation leads to disability priority’s and concerns being an afterthought or disregarded completely. People with disabilities experience many barriers when interacting with government from physical access to discrimination based on stigmas and discriminatory beliefs held by the dominant culture.

Changes to Program

Over the last fiscal year the program has grown with 4 FTE. The positions in the division include:

- ADA Title II Disability Equity Manager
- ADA Title II Policy Analyst
- Disability Community and Training Coordinator
- Disability Digital Access Coordinator

Recently Council approved Resolution 37517 establishing the City’s commitment to City-wide Disability Equity Goals and directing OEHR to convene and direct a group to develop goals and strategies.

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-----------------------|-----------------------|-----------------------|-------------------------------|-------------------------|
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 0 | 147,761 | 295,432 | 336,603 | 336,603 |
| External Materials and Services | 0 | 12,010 | 11,537 | 28,000 | 28,000 |
| Internal Materials and Services | 0 | 23,364 | 42,133 | 36,594 | 36,594 |
| Bureau Expenditures Total | 0 | 183,136 | 349,102 | 401,197 | 401,197 |
| Ending Fund Balance | | | | | |
| Requirements Total | 0 | 183,136 | 349,102 | 401,197 | 401,197 |
| FTE | 0.00 | 1.20 | 2.10 | 2.85 | 2.85 |

Budget Narrative

- Resources** The program is overhead funded out of the General Fund.
- Expenses** Funding is primarily for 2.85 FTE and budget for ADA Title II evaluation tools, training and community support.
- Staffing** The program supports 2.85 FTE.
- Assets & Liabilities** N/A

Program Information

Program Contact: Nickole Cheron

Office of Equity & Human Rights

Contact Phone: 503-823-2907

Website: www.portlandoregon.gov/oehr

Administration and Support

Program Description & Goals

This program provides strategic support and direction for bureau staff, executive-level assistance to the director and executive team, support to the senior policy team and program area staff, and administration of general bureau business operations.

The Administration and Support program supports the Citywide goal of effective and efficient management and governance of City resources, including personnel management, budget, and non-financial resources.

Explanation of Services

The Administration and Support Program is a necessity to ensure the director and staff receive assistance to perform their duties. Furthermore, it provides administration and operations services to all of the other programs in the Office of Equity and Human Rights (OEHR). The Administration and Support program supports the Citywide goal of effective and efficient management and governance of City resources, including personnel management, budget, financial transactions, and non-financial resources. This program supports community engagement by collaborating with the City's Advisory Boards and Commissions, and communities at large.

Equity Impacts

While the office does not have direct control over service delivery or experience, the bureau has been consulted on the use and need for disaggregated impact analysis. Through such analysis, City officials will be more knowledgeable of the disproportionate impact of their policies and programs based on demographics. The office is currently developing tools and accountability measures to guide such data collection and analysis efforts. The Office of Equity and Human Rights is working with the Open Data Team to integrate equity into this process, enabling stronger equitable analysis. There has also recently been an Equity Data Analyst position added to the office structure to increase the gathering, analyzing, and dissemination of data. City officials will be more skilled at collecting and using data to inform policies, resource allocations, programs, and processes.

The Administration program also provides resources and logistics support to ensure employees and communities have access to City services.

Changes to Program

At this time, the Office of Equity and Human Rights is not requesting any changes to the program.

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-----------------------|-----------------------|-----------------------|-------------------------------|-------------------------|
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 225,479 | 389,130 | 413,022 | 420,098 | 420,098 |
| External Materials and Services | 115,557 | 100,880 | 216,979 | 38,479 | 38,479 |
| Internal Materials and Services | 52,663 | 32,947 | 47,199 | 49,768 | 49,768 |
| Bureau Expenditures Total | 393,699 | 522,958 | 677,200 | 508,345 | 508,345 |
| Ending Fund Balance | 0 | 0 | 0 | 0 | 0 |
| Requirements Total | 393,699 | 522,958 | 677,200 | 508,345 | 508,345 |
| FTE | | | | | |
| | 2.15 | 3.55 | 9.50 | 2.50 | 2.50 |

Budget Narrative

Resources The Administration and Support program is funded by General Fund discretionary and overhead resources.

Expenses The primary expenses of the program are personnel salary and benefits.

Staffing There are currently 2.5 FTE associated with the Administration and Support Program. The Executive Assistant handles operations. The Administrative Specialist I provides logistics and administrative support to the Equity Training Program, the ADA Title II Program, the Civil Rights Title VI Program, and the Human Rights Commission. The Director provides oversight and makes budget and financial decisions.

Assets & Liabilities N/A

Program Information

Program Contact: Yolanda Sanchez

Contact Phone: 503-823-5582

Website: www.portlandoregon.gov/oehr

Black Male Achievement Program

Program Description & Goals

The Black Male Achievement (BMA) Program addresses disparities for Black men and boys in education, employment, criminal justice, and community and family stability. The BMA initiative in Portland was initially established as a program of the National League of Cities and coordinated by the Mayor’s Office, then established as a program area in OEHR in December 2014. The program leads a collective of community members and organizations to create access and opportunity to career pathways, self-determination, mental and physical health, and policy change.

The BMA Program will continue to act as a convener, facilitator, policy guide, and collective voice to obtain data, push for policy change, increase program scale, and exert influence to create awareness and change for the betterment of Black men and boys.

| Performance | Actuals FY 2018-19 | Actuals FY 2019-20 | Target 2020-21 | Target FY 2021-22 | Strategic Target |
|---|-----------------------|-----------------------|-------------------|----------------------|---------------------|
| Number of participants who engaged in BMA sponsored/hosted activities or programs | 500 | 1,800 | 2,500 | 3,000 | 1,500 |

Explanation of Services

The Black Male Achievement Program is needed because Black men and boys have some of the worst outcomes of any demographic across the domains of education, employment, the justice system, and family stability. The City of Portland as an entity maintains many institutions and systems that have direct control or influence over those domains. As such, the City works through the collective impact framework of BMA to convene, facilitate, guide policy, gather and track collective voice, and exert influence for the purpose of improving life outcomes for Black men and boys. BMA consists of primarily programmatic and policy efforts guided by a Steering Committee and carried out through four subcommittees for education, employment, justice system, and family stability.

The subcommittee for Justice System focuses on prevention, harm mitigation, fine/fee forgiveness, and expungement. Many inroads to change in policy and programs have been made through this focus, including the removal of the Gang Designation Directive (a Portland Police Bureau program), Word is Bond Access, and Law Enforcement Assisted Diversion (LEAD).

The subcommittee for Family Stability focuses on literacy, Black Father’s Voice, and Trauma Informed Family. BMA’s involvement and focus on this domain has led to the Black Men and Boys Healing Summit, which was presented in October 2018, and the Child Support Policy Paper, a policy brief that gathers the collective voice of Black fathers.

The subcommittee for Education focuses on reading above grade level, zero classroom exclusion, and resources for community-based organizations. This committee has allocated approximately up to \$4,000 per year in grants to community-based organizations with a focus on improving education outcomes for Black boys. This subcommittee continues to be active in policy work related to the school to prison pipeline.

The BMA Program also manages the Summer Youth Experience, a summer internship for young Black men and boys, ages 16 – 24, that aims to increase successful completion of internships, build long-term mentorship relationships that will increase their career success, and provide access to spaces of power and skills to advocate for their community in those spaces.

Additionally, BMA aims to build and maintain strong pipelines into the trades by supporting Portland Opportunities for Industrialization Center's creation of a pre-apprenticeship program and other emerging programs with promising initial outcomes.

Equity Impacts

Participation is the primary metric BMA is currently tracking for BMA outputs and outcomes. The BMA Steering Committee is working to identify broader metrics to track that will provide in-depth analysis of improvements in education, employment, the justice system, and family stability for Black men and boys.

Changes to Program

Demand for the programs services has only increased in the last year. Particularly, there is increasing interest in doing more work to connect existing bodies that do similar work in the Black community. Such work requires a greater policy bandwidth and ability to meet with more stakeholders in a shorter period. The more the community is aware of BMA, its goals, and its areas of focus, the more the demand for BMA's work increases. In addition to the demands on BMA prior to the COVID-19 crisis, there has been an increased need for connection to the Black community in the face of this pandemic.

As such, the Black Male Achievement Program formed an Executive Committee to supplement the work of the Steering Committee. The Executive Committee meets based on the demand and immediacy of the work for a faster response. This committee met daily for 6 months in 2020, driving the creation of a series of Town Hall meetings in collaboration with Coalition of Black Men, Word is Bond, the XY Program, and Multnomah County Healthy Birth Initiative to engage community in conversations on a variety of critical topics as identified and defined by Black men and boys. These Town Halls led to an increase in participation in BMA from the previous year despite a significant decrease of in-person programming.

The BMA Executive Committee also advocated for the needs and work of Black community organizations, groups, and individuals across City bureaus and created forums where leaders from public and private sectors in the region engaged the BMA audience directly and responded to requests, suggestions, and demands of Black men and boys.

Perhaps most importantly, BMA defined our Data and Information strategy such that we have a clear understanding of what metrics to measure and how to gather, share, and store data and information in a way that increases ownership, production, and power for Black people. We will implement more of this strategy in FY 2021-22 through our VISTA partnerships. This strategy will allow us to be more efficient and effective in policy advocacy, and will strengthen our relationships with Black people and organizations.

Lastly, BMA expanded partnerships to private companies beyond our Summer Youth Experience partnerships to include Autodesk Inc., our first direct collaboration with a private company since the beginning of the program in 2015. Due to COVID-19 and other logistical issues we were not able to host our Summer Youth Experience Program in 2020. So, we formed a partnership with AutoDesk that when combined with our previous partnerships, allows us to expand our youth development work to year-round in 2021.

In the FY 2020-21 Fall Budget Monitoring Process, Black Male Achievement was granted additional funding for two Vista Interns as part of a long-standing partnership with Americorp. The addition of these intern positions will provide the needed capacity to sustain the work of the program.

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-----------------------|-----------------------|-----------------------|-------------------------------|-------------------------|
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 154,607 | 148,942 | 106,476 | 109,623 | 109,623 |
| External Materials and Services | 26,012 | 7,794 | 70,000 | 70,000 | 70,000 |
| Internal Materials and Services | 21,506 | 19,675 | 15,321 | 9,355 | 9,355 |
| Bureau Expenditures Total | 202,124 | 176,411 | 191,797 | 188,978 | 188,978 |
| Ending Fund Balance | | | | | |
| Requirements Total | 202,124 | 176,411 | 191,797 | 188,978 | 188,978 |
| FTE | 1.20 | 1.05 | 0.75 | 0.75 | 0.75 |

Budget Narrative

| | |
|---------------------------------|---|
| Resources | Black Male Achievement is funded by General Fund resources. |
| Expenses | The primary expense for BMA is personnel. The remaining expenses are for Summer Youth Experience, Education Subcommittee Community-Based Organization Grants, travel for committee members and the coordinator, meetings, and planning. |
| Staffing | There is 0.75 FTE for program coordination. |
| Assets & Liabilities | N/A |

Program Information

| | |
|-------------------------|--|
| Program Contact: | CJ Robins |
| Contact Phone: | 503-823-5143 |
| Website: | www.portlandoregon.gov/oehr |

Civil Rights Title VI and Equity

Program Description & Goals

Title VI of the Civil Rights Act of 1964 states that no person shall be excluded from participation in, denied the benefits of, or be subjected to discrimination in any City program, service, or activity on the grounds of race, color, or national origin. Since 1964, the City has been obligated by federal law to address and prevent disparities – disparate treatment or impact – and work for justice in our governance. The work of the Civil Rights Title VI and Equity program is dynamic; the program is responsible for centrally managing all functional areas of City Title VI compliance and serves as a lead for ongoing, internal strategic actions to achieve equity in our public policy, services, and impacts. OEHR provides consulting, technical assistance, and equity tools to assist bureaus with meeting the City’s racial equity and disability goals and strategies as well as bureau-specific Racial Equity Plan goals. This program provides high-level policy and program development and assistance, working closely with equity managers, senior leadership, and elected officials. This program is responsible for identifying, developing, and establishing Citywide policy, plans, strategies, and practices to both meet and be accountable to the goals, intent, and obligations of Title VI, and achieve equitable and just public services, outcomes, and impacts.

The goals of Civil Rights Title VI are to assure and actively demonstrate that the City provides inclusive, accessible, meaningful participation and engagement for all; fosters, provides, and promotes equitable benefits of government; identifies and prevents discrimination, including disparate and adverse impacts; and ensures and is accountable to equitable impacts, treatment, and nondiscrimination in City decision making in its public policies, plans, programs, services, and activities. The program’s strategic goals include improving processes, analysis, deliverables, recommendations, and communication to positively impact decision making and service delivery and move the City toward Civil Rights Title VI compliance, justice, and equitable results (by specifically focusing on institutionalizing targeted equity-based inputs, mechanisms, and interventions within the decision-making and operational processes that define, shape, and drive our public impacts, services, growth, and results).

| Performance | Actuals FY 2018-19 | Actuals FY 2019-20 | Target 2020-21 | Target FY 2021-22 | Strategic Target |
|--|-----------------------|-----------------------|-------------------|----------------------|---------------------|
| Number of bureau consultations regarding the Language Access Program | 48 | 47 | 40 | 50 | 50 |
| Number of bureau consultations regarding Title II / Title VI | 215 | 176 | 150 | 150 | 150 |

Explanation of Services

In Portland and Multnomah County, communities of color continue to experience high levels of disparities in all indicators of quality of life. These current inequities are a cumulative result of and are sustained by historical legacies and systems that repeat patterns of exclusion. Communities of color and low-income populations have historically been, and currently are, underserved by programs and investments and underrepresented in decision-making, growth, and development.

As public policy has played a pivotal role in creating inequitable outcomes for communities of color, it is critical that government enact policy, practice and procedure that address the resulting disparities, eliminate institutional racism, and pivot towards racial justice. In support of the OEHR mission, and the intent and obligations of Civil Rights Title VI, the Civil Rights Title VI program develops and establishes Citywide policy, directives, plans, tools, best practices, and accountability strategies. The program works to further operationalize RBA as the City's framework for achieving data-driven, community-centered equity goals, apply Results-Based Accountability and Title VI into equity planning and policy, and support bureaus and elected officials through comprehensive consultation, technical assistance, monitoring, and evaluation.

Program support ranges from policy guidance to technical assistance to numerous Citywide strategic initiatives. In addition, applying a racial and disability equity framework, Results Based Accountability (RBA) practices, and analytic skills advances bureaus toward achieving their goals to assure equitable City government practices.

The program also coordinates compliance and equity efforts across all bureaus, which is imperative in a commission form of government so that the community's interaction with the City is standardized in the most inclusive and customer-friendly way. The program also collaborates with the City's Equity Managers and Practitioners, planning and policy staff, performance management staff, data governance staff, City's Advisory Boards and Commissions – including the Public Involvement Advisory Committee – and communities at large, as well as the Bureau Advisory Committee (BAC).

Equity Impacts

The program helps City Council and City bureaus increase knowledge about and take action to meet Civil Rights Title IV federal and state requirements. City Council, bureaus, and employees progressively apply data-driven and collaborative approaches, align efforts with community, and use racial equity tools to plan, develop, and evaluate the progress in City public policies, programs and projects toward achieving equitable outcomes in communities of color and for people with disabilities. The program works internally to identify, develop, and establish these Citywide strategies, tools, and methodologies and support bureaus' implementation to achieve equity and justice in City service delivery, decision making, community engagement, and overall impacts. OEHR is a partner in changing the way we as a City operate, conduct business, and serve and center community to make Portland a livable, thriving, resilient, connected, accessible City that works for all.

Changes to Program

The FY 2020-21 Adopted Budget included a new Analyst I position to support this program. The FY 2020-21 Fall Budget Monitoring Process includes a new Equity and Diversity Data Analyst (Analyst 1) position to support this program.

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-----------------------|-----------------------|-----------------------|-------------------------------|-------------------------|
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 0 | 167,137 | 371,159 | 294,031 | 294,031 |
| External Materials and Services | 0 | 109 | 14,572 | 14,500 | 14,500 |
| Internal Materials and Services | 0 | 24,329 | 30,608 | 26,819 | 26,819 |
| Bureau Expenditures Total | 0 | 191,575 | 416,339 | 335,350 | 335,350 |
| Ending Fund Balance | | | | | |
| Requirements Total | 0 | 191,575 | 416,339 | 335,350 | 335,350 |
| <hr/> | | | | | |
| FTE | 0.00 | 1.30 | 1.45 | 2.15 | 2.15 |

Budget Narrative

Resources The Civil Rights Title VI and Equity Program is overhead funded by General Fund resources.

Expenses The greatest expenses of the program are personnel costs for the 2.15 FTE associated with the Program.

Staffing There are currently 2.15 FTE associated with this program. The Civil Rights Title VI and Equity Manager is responsible for setting the direction of the program as well as the structures, policies, and tools for overall City compliance with Civil Rights Title VI and equity. The new position will support this work as well. The HRC and Language Access Advisor is responsible for supporting the work of the program around the language access provision of national origin nondiscrimination and EO 13166, including language access planning, implementation organization, capacity building, technical assistance, data collection, and evaluation.

Assets & Liabilities N/A

Program Information

Program Contact: Danielle Brooks

Contact Phone: 503-823-2595
503-865-6012 (cell)

Website: www.portlandoregon.gov/oehr

Diverse Empowered Employees of Portland (DEEP)

Program Description & Goals

The Diverse and Empowered Employees of Portland (DEEP) is a volunteer committee dedicated to serving all City employees by creating opportunities for networking, professional development, and partnering with employees to create inclusive and supportive cohorts. The goal of DEEP is to be a resource to City employees and work with Office of Equity and Human Rights and City Bureaus to create a welcoming workplace where cultural connections are celebrated, and employees are supported. DEEP also assists with diversity and cultural events, serves as interview panel resources, and works with employees and the City on retention and recruitment strategies. The Office of Equity and Human Rights guides DEEP with equity, budget guidance, and financial management.

Explanation of Services

DEEP and the Affinity Groups work together to provide cultural connection, diversity and understanding, and explore professional development opportunities for underrepresented employee groups. They are a diverse group of City employees who have come together around the protected classes and other historical barriers. They equitably support all folks from different races, backgrounds, ages, sexual orientations, genders, length of time employed at the City, religions, and abilities. They are committed to creating an inclusive environment that leads with equity and diversity in sponsored events and initiatives for both the community and City employees. For events and initiatives, they consider how to provide accessible service, such as translation, ADA requirements, or procuring services from minority vendors or historically underserved neighborhood businesses and organizations.

DEEP oversees nine Affinity Groups: 1) City African American Network, 2) Filipino American City Employees (FACE), 3) Latinx PDX, 4) LGBTQ & Friends, 5) Women's Empowerment, 6) PDXCityMamas, 7) Hapa, Asian, and Pacific Islanders (HAPI), 8) Slavic Empowerment Team (SET), and 9) Veterans Empowerment Team (VET).

The Affinity Groups serve as a networking resource, help employees to resolve work challenges, provide opportunities for growth and professional development, and assist the City with creating a welcoming environment that assists recruitment and retention. They organize events, trainings, speakers' panels, and specific cultural events during the year, as well as during specific designated cultural months (e.g., Black History Month Women's History Month, and Asian American History Month). Most events are open to the public, which creates a connection to the City of Portland as a community partner and an employer of choice.

DEEP, the Affinity Group Leaders, and key City stakeholders, such as BHR, work together to provide support to employees, as well as providing recommended resources such as the Employee Assistance Program (EAP) and training opportunities that supervisors may not deem job-related but increase morale and professional development.

DEEP plans and implements events throughout the year that educate employees and the public on various topics related to diversity, inclusion, and equity. This includes hiring specific speakers to speak about racism, LGBTQ+ issues, disability awareness, gender equality, and developing leadership opportunities.

Equity Impacts

DEEP’s programs benefit City employees and the community. DEEP programs extend to a wide range of diverse ways in which employees personally identify. DEEP benefits employees and communities of color, veterans and families of veterans, working parents, women, LGBTQ people, immigrants, and refugees.

DEEP enhances the work of OEHR by adding additional peer support and opportunities for employees to engage in multiple Affinity Groups. Employees in the affinity groups feel acknowledged, empowered, connected, and a sense of belonging in the City government.

Changes to Program

DEEP continues to be dedicated to City employees with support from the Office of Equity and Human Rights, BHR, City Council, bureau leaders, and the community. The political climate has increased the need for historically oppressed communities and employees to connect with each other and seek support.

Resolution No. 37453, effective January 2020, allows Affinity Group Leaders, Members, and Volunteers a nominal amount of paid time to participate. With this resolution, DEEP has already experienced an increase in participation, membership requests, and activities among the Affinity Groups.

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-------------------------------|-------------------------------|-------------------------------|---------------------------------------|---------------------------------|
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 15,252 | 25,021 | 20,236 | 14,175 | 14,175 |
| External Materials and Services | 5,905 | 15,378 | 9,442 | 15,000 | 15,000 |
| Internal Materials and Services | 1,564 | 5,227 | 3,064 | 1,247 | 1,247 |
| Bureau Expenditures Total | 22,720 | 45,627 | 32,742 | 30,422 | 30,422 |
| Ending Fund Balance | | | | | |
| Requirements Total | 22,720 | 45,627 | 32,742 | 30,422 | 30,422 |
| <hr/> | | | | | |
| FTE | 0.10 | 0.20 | 0.15 | 0.10 | 0.10 |

Budget Narrative

Resources The program is funded with General Fund resources.

Expenses The primary expenses of the program are personnel salary and benefits. Other expenses of the program are for events and meetings, cultural celebrations, Affinity Groups, speakers, printing, training/workshops/conferences, and miscellaneous expenses.

Staffing The Office of Equity and Human Rights has assigned staff to serve as liaisons to DEEP. The total staff allocation from the Office of Equity and Human Rights is .10 FTE, including financial transactions, communications, and meeting times.

Assets & Liabilities Key assets operated by the program include a video camera, tripod, projector, and microphone. These are over five years old.

Program Information

Program Contact: Debbie Caselton

Contact Phone: 503-823-2831

Website: www.portlandoregon.gov/deep

Equity Communications

Program Description & Goals

The Equity Communications component of the Office of Equity and Human Rights (OEHR) promotes the equity work of the office and City to the community and internally within City government; acts as Public Information Officer (bureau spokesperson); supports bureaus and elected officials with communications strategy development; processes public records and media requests; organizes public participation events; recruits Bureau Advisory Committee members and organizes their meetings; and produces informational resources and reports, videos, and other materials about OEHR.

Equity Communications creates OEHR reports to Council and multi-media material for OEHR's work, coordinates community events, and engages community with public events and social media.

Explanation of Services

In the 2018 Office of Equity and Human Rights Strategic Planning Stakeholder Engagement Report, stakeholders stated a need for improved community connection and stronger coordination between the office and bureaus. Participants also stated a need for OEHR to better communicate and implement its priorities.

A dedicated Equity Communications Manager allows the office and the City to gather equity-centered input from Portlanders and strategically share a credible, consistent stream of equity messaging and updates to City staff and community. Effective outreach and public participation measures will result in a greater understanding of equity among external and internal audiences and help inform and support City-wide equity policies.

A successful equity program in the City can be measured by how communities of color and people with disabilities experience improvement in workforce diversity, services, and contracting opportunities. Gathering input from historically and currently oppressed communities and sharing information with external and internal audiences will help the City institutionalize the concept of equity.

Equity Impacts

Communities of color, people with disabilities, and other historically oppressed communities have not had a prominent voice in City government. The creation of a clear communication plan through OEHR with consistent interaction with communities can change the public perception or opinion about the City's equity initiatives and performances. Credible and consistent equity communications to City leaders and staff play a vital role in the office's equity training and education efforts, leading to a more equitable City culture.

Changes to Program

In 2018, due to a vacant position, the Equity Communications Manager took on additional duties as Training Coordinator. The early-2019 hiring of a full-time Training Coordinator required training and onboarding coordination on the part of the Communications Manager. In 2020, the Communications Manager has increased capacity to focus more on communications. In April of 2020, the Communications Manager began working in the Emergency Coordination Center as the Public Information Officer. This role has continued into 2021. As the Office of Equity and Human Rights Strategic Plan is finalized in 2021, there will be additional opportunities to clarify and expand the role of the Communications Manager. The Office of Equity and Human Rights in the FY 2020-21 Fall Monitoring Process was granted a Equity Data Analyst to support the Portland Police Bureau in data collection, analysis, and dissemination.

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-----------------------|-----------------------|-----------------------|-------------------------------|-------------------------|
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 92,029 | 85,504 | 101,458 | 249,397 | 249,397 |
| External Materials and Services | 0 | 0 | 1,500 | 1,500 | 1,500 |
| Internal Materials and Services | 0 | 12,164 | 13,278 | 23,077 | 23,077 |
| Bureau Expenditures Total | 92,029 | 97,668 | 116,236 | 273,974 | 273,974 |
| Ending Fund Balance | | | | | |
| Requirements Total | 92,029 | 97,668 | 116,236 | 273,974 | 273,974 |
| FTE | 0.70 | 0.65 | 0.70 | 1.85 | 1.85 |

Budget Narrative

| | |
|---------------------------------|--|
| Resources | The program is funded by General Fund resources. |
| Expenses | The primary expenses of the program are personnel salary and benefits, audio/visual equipment and software, and printing. |
| Staffing | The program supports 1.85 FTE. |
| Assets & Liabilities | Key assets operated by the program include a still camera and video camera. The equipment is over five years old and is showing some signs of wear and tear. |

Program Information

| | |
|-------------------------|--------------|
| Program Contact: | Jeff Selby |
| Contact Phone: | 503-823-2173 |

Office of Equity & Human Rights

Website: www.portlandoregon.gov/oehr

Equity Policy and Practice Consulting

Program Description & Goals

The Office of Equity and Human Rights (OEHR) provides consulting, technical assistance, and equity tools to assist bureaus with meeting the City’s racial equity and disability goals and strategies as well as bureau-specific Racial Equity Plan goals. This program provides high-level policy and program assistance, working closely with equity managers, senior leadership, and elected officials.

| Performance | Actuals FY 2018-19 | Actuals FY 2019-20 | Target 2020-21 | Target FY 2021-22 | Strategic Target |
|---|-----------------------|-----------------------|-------------------|----------------------|---------------------|
| Percentage of City management that are employees of color | 25% | 23% | 25% | 25% | 28% |
| Percentage of City workforce that are employees of color | 35% | 27% | 27% | 27% | 30% |

Explanation of Services

The Office of Equity and Human Rights is charged with addressing institutional barriers to equitable access to and benefits of City government for communities of color and people living with disabilities.

In support of the OEHR mission, The Equity Policy and Practice Consulting Program provides comprehensive services to bureaus, consulting on developing and implementing equity strategies, tools, and best practices. In addition, applying a racial and disability equity framework, Results Based Accountability (RBA) practices, and communication and conflict resolution skills advances bureaus toward achieving their goals to assure equitable City government practices. The Equity Policy and Practice Consulting Program provides support ranging from policy guidance to facilitation support and technical assistance to numerous Citywide strategic initiatives.

Some examples of groups to which the program has provided this technical support include the Community Opportunities and Enhancements Program (COEP), the Portland Committee on Community Engaged Policing (PCCEP), and the Smart Cities Initiative on the City’s privacy and information protection principles. The technical support also consists of guiding new Citywide initiatives and visioning such as the Budget Equity Assessment Tool, Citywide Performance Management, the SuccessFactor Employee Performance Review system, Risk Prevention Policy Review, Citywide Long-Range Facilities Planning, Citywide Leadership Development Training for Managers and Supervisors, Workplace Equity Strategies Development, and the application of the Results-Based Accountability tool to the racial equity plans. This program also supports the liaison to GARE, the national professional government jurisdiction organization, and supports the liaison to external partners such as Metro, Port of Portland, Multnomah County, and national jurisdictions.

Since the COVID-19 pandemic hit the United States, the Equity Policy and Practice Consulting Program has provided support and technical assistance by playing the role of Equity Officer to the City of Portland's Emergency Coordination Center (ECC). The Equity Officer role included: the review and guidance on the ECC Action Plans and Objectives, the integration of a new SMARTER framework to assess goals and objectives; SMARTER goals are specific, measurable, achievable, relevant, time bond, equitable, and rewarding; help recruit equity managers and practitioners for the various sections of the ECC; lead the development of an Equity Toolkit for COVID-19 Community Relief and Recovery; recommend adoption of the Toolkit by City Council; provide training to ECC leaders on the racial equity-centered RBA. The program helped integrate key principles to the ECC Action Plans and Objectives. Key principles were:

- Address the immediate food security, safety and sheltering needs of all people in Portland during this emergency experiencing financial hardships and barriers to access by providing resources and maintaining trusted relationships with community partners while also working toward longer term solutions
- Use the ECC Effective Communications Guide in all external communications to help ensure ADA compliance and further our equity goals. The guide was meant to ensure a person with a disability should be able to share and receive information from the ECC as effectively as a person who doesn't have a disability. The Guide was developed by the Disability Equity Team at OEHR.
- Use the Language Access Guidance for the COVID-19 Response in all external communications to help ensure nondiscrimination on the basis of national origin. The Guidance was meant to ensure that external communications should be accessible to all communities in simple language (8th grade reading level), more languages, mindful of cultural norms, and formats or platforms that facilitate meaningful access, such as audio, audio-video, etc. The Guidance was developed by the Language access Officer at OEHR.

Equity Impacts

A robust technical support and consulting program strategy will benefit communities of color and people with disabilities. City employees are more skilled at using available tools and accessing assistance when needed for making decisions that impact those in systemically oppressed communities, giving them a more prominent presence in City government. Credible and consistent equity support to City leaders and staff plays a vital role in OEHR's mission and goals, leading to a more equitable City culture. Additionally, a robust technical support and equity consulting program ensures that City or ECC staff eliminate or minimize disparities in services, resources, or access in their work to support diverse Portland communities, including people with disabilities, older people, racial and ethnic communities, immigrants, refugees, people who are LGBTQIA+ or two-spirit, and veterans during the emergency, while also working toward longer term solutions.

Changes to Program

Large-scale political changes and economic pressures have intensified the burdens of daily living on communities of color and people living with disabilities in Portland. This has resulted in an increase in both demand and urgency for OEHR Equity Policy and Practice Consulting services. Additionally, the corona virus pandemic or COVID-19 has increased the needs and elevated the importance of the equity technical support and consulting services. The FY 2020-21 Adopted Budget included a limited term Analyst 1 position to support the implementation of the COVID-19 Equity Toolkit, Phase II of Bureau Racial Equity Plans, and provide technical assistance in matters of equity to City bureaus and offices. The FY 2020-21 Fall Budget Monitoring Process includes a new Small Bureau Equity Manager to provide support to smaller bureaus in advancing their equity goals.

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-----------------------|-----------------------|-----------------------|-------------------------------|-------------------------|
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 219,279 | 334,637 | 600,430 | 862,022 | 862,022 |
| External Materials and Services | 23,790 | 4 | 5,239 | 24,790 | 24,790 |
| Internal Materials and Services | 28,559 | 47,322 | 67,525 | 89,812 | 89,812 |
| Bureau Expenditures Total | 271,628 | 381,963 | 673,194 | 976,624 | 976,624 |
| Ending Fund Balance | | | | | |
| Requirements Total | 271,628 | 381,963 | 673,194 | 976,624 | 976,624 |
| FTE | | | | | |
| | 1.93 | 2.50 | 3.55 | 6.45 | 6.45 |

Budget Narrative

| | |
|---------------------------------|--|
| Resources | This program is funded by General Fund resources. |
| Expenses | Personnel salary and benefits are the primary expenses of the program. |
| Staffing | The program is staffed by 6.45 FTE. |
| Assets & Liabilities | N/A |

Program Information

| | |
|-------------------------|--|
| Program Contact: | Koffi Dessou |
| Contact Phone: | 503-823-4429 |
| Website: | www.portlandoregon.gov/oehr |

Equity Training and Education

Program Description & Goals

The Equity Training and Education program designs and delivers training to City staff on equity concepts and implementation methodologies, centering on race and disability. Participants cultivate equity mindsets by learning to recognize the impact of systemic oppression and institutional barriers on just distribution of resources, while developing strategies to remove barriers to equity in City policies, programs, and practices.

| Performance | Actuals FY 2018-19 | Actuals FY 2019-20 | Target 2020-21 | Target FY 2021-22 | Strategic Target |
|---|-----------------------|-----------------------|-------------------|----------------------|---------------------|
| # of Equity 101 training sessions offered annually | 47 | 30 | 45 | 50 | 60 |
| Number of City employees who received equity trainings annually | 423 | 613 | 500 | 600 | 5,682 |

Explanation of Services

The mission of the Office of Equity and Human Rights is to provide education, guidance, and technical support to City staff and elected officials, leading to recognition and removal of systemic barriers to fair and just distribution of City resources, access, and opportunity, starting with issues of race and disability. This program focuses on the following trainings:

1) Racial Equity 101: OEHR facilitates a 3.5-hour mandatory training for City staff and elected officials. This training focuses on understanding the principles of racial equity, systemic racism, and implicit bias. The purpose is to provide City staff with the skills and tools necessary to implement a racial equity analysis on policies, practices, programs and services. Upon request and trainers’ availability, OEHR staff also deliver the Racial Equity 101 to community organizations.

2) Tribal Governance, Sovereignty and Relations: OEHR is developing a 2-hour training for City staff and elected officials on tribal nations’ history, governance, and relations. The purpose of this training is to amplify native voices, their contributions and needs. City employees will learn skills to implement an indigenous analysis in policies, programs, and practices. OEHR is engaging and partnering with tribal nation leaders and community to guide us through the completion of this training. This includes collaboration and planning with the City of Portland’s Tribal Relations Director, Portland State University Institute for Tribal Government, and the Oregon Department of Education.

3) Human Resources and OEHR co-developing a training on Inclusive Culture by Addressing Microaggressions. An objective is to educate on the ways in which white supremacy, and systems of oppression creates barriers for inclusive workplaces and offer interventions tactics that are interpersonal and systematic. The first roll-out is for all City staff and the second phase for executive leaders and elected officials.

4) The OEHR Disability Program and Equity Training & Education are partnering to co-develop a citywide Disability 101 training. It will address the concepts of intersectionality, ableism and anti-black racism. And, it will provide tools and guidance on conducting disability equity analysis in programs, policies, and services.

Equity Impacts

A robust equity training and education program strategy will benefit communities of color and people with disabilities. City employees will be equipped with equity tools and frameworks while making decisions that impact those in oppressed communities, giving them a more prominent presence in City government. Credible and consistent equity training and education to City leaders and staff plays a vital role in OEHR’s mission and goals, leading to a more equitable City culture.

Changes to Program

The FY 2020-21 Fall Budget Monitoring Process added an ongoing amount of \$170,000 to support the professional learning needs of Office of Equity Staff as well as providing additional resources to contract with equity-focused service providers for training to staff Citywide.

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-----------------------|-----------------------|-----------------------|-------------------------------|-------------------------|
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 216,936 | 205,163 | 228,679 | 315,932 | 315,932 |
| External Materials and Services | 260 | 2 | 0 | 170,500 | 170,500 |
| Internal Materials and Services | 27,147 | 32,209 | 30,008 | 32,432 | 32,432 |
| Bureau Expenditures Total | 244,343 | 237,374 | 258,687 | 518,864 | 518,864 |
| Ending Fund Balance | | | | | |
| Requirements Total | 244,343 | 237,374 | 258,687 | 518,864 | 518,864 |
| FTE | 2.23 | 1.70 | 1.80 | 3.35 | 3.35 |

Budget Narrative

- Resources** The program is funded by General Fund resources.
- Expenses** Personnel salary and benefits are the primary expenses of the program.
- Staffing** The program is staffed by 3.35 FTE.
- Assets & Liabilities** A projector, a laptop, and speakers are assigned to this program.

Program Information

- Program Contact:** Yolanda Sanchez
- Contact Phone:** 503-823-5582

Office of Equity & Human Rights

Website: www.portlandoregon.gov/oehr

Human Rights Commission

Program Description & Goals

The Human Rights Commission (HRC) works to eliminate discrimination and bigotry to strengthen inter-group relationships and to foster greater understanding, inclusion, and justice for those who live, work, study, worship, travel, and play in the City of Portland. In doing so, the Commission is guided by the principles embodied in the United Nations’ Universal Declaration of Human Rights.

The Human Rights Commission is an all-volunteer advisory body comprised of Human Rights Commissioners appointed by City Council. The Human Rights Commission advises City Council and City bureaus on applying a human rights framework to policy and advises on promoting and protecting human rights in the City of Portland.

| Performance | Actuals FY 2018-19 | Actuals FY 2019-20 | Target 2020-21 | Target FY 2021-22 | Strategic Target |
|--|-----------------------|-----------------------|-------------------|----------------------|---------------------|
| Number of HRC advisements, consultations, or technical assistance provided to City bureaus and elected officials offices | 19 | 3 | 10 | NA | NA |

Explanation of Services

The Human Rights Commission (HRC) lends its expertise to City policy processes by using a human rights framework analysis on existing policy and on policy development in city government. The HRC human rights framework policy analysis is conducted through collaboration with City leadership and City Council policy advisors. Community stakeholders also play a significant role in informing the Commission’s analysis and recommendations. The HRC commissioners additionally conduct their own research to inform their recommendations, with additional research and resources provided by staff. The HRC uses its purview to advise city leadership on human rights issues that impact Portland’s community members.

The HRC engages with internal and external stakeholders to promote, educate on, and advocate for human rights in the City of Portland. Through proactive engagement with stakeholders, the HRC can connect community voice to City government. The outcomes of said engagement with internal and external stakeholders are important to increase awareness of human rights issues affecting Portlanders, affect policy change through the application of a human rights framework, and continue to serve as a City advisory body the public can rely on to voice their human rights concerns.

Equity Impacts

The Human Rights Commission centers its policy recommendations on achieving equitable outcomes for Portland’s most historically and currently oppressed community members. Through the HRC’s engagement with city government, City Council members and bureau leadership and management are increasing in awareness and knowledge about universal human rights principles. Additionally, City officials are progressively applying a human rights framework to policies, programs, and processes to assess the benefits and burdens policy outcomes may have on systemically oppressed populations. Improving

Office of Equity & Human Rights

access to city government for Portland’s most historically and currently oppressed communities is an important outcome of the Commission’s advisory role to City Council and City bureaus. Through the HRC’s policy analysis, the potential impacts of the originating policy are assessed, and recommendations are given based on improving the living conditions for oppressed communities as well as for dominant groups in Portland.

Changes to Program

Staff time and funding was reallocated from this program in FY 2020-21 to address other critical work. This reallocation will continue in the FY 2021-2022.

We are working to restructure the Human Rights Commission.

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-----------------------|-----------------------|-----------------------|-------------------------------|-------------------------|
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 101,313 | 128,346 | 7,422 | 0 | 0 |
| External Materials and Services | 8,006 | 6,401 | 0 | 0 | 0 |
| Internal Materials and Services | 17,205 | 18,714 | 1,021 | 0 | 0 |
| Bureau Expenditures Total | 126,524 | 153,461 | 8,443 | 0 | 0 |
| Ending Fund Balance | | | | | |
| Requirements Total | 126,524 | 153,461 | 8,443 | 0 | 0 |
| FTE | 1.04 | 1.00 | 0.00 | 0.00 | 0.00 |

Budget Narrative

Resources The Human Rights Commission is overhead funded through General Fund resources.

Expenses The primary expense for HRC is personnel.

Staffing The program currently has no FTE as the program is on hiatus. In the process of restructuring the program and staffing, we will examine the role the Office of Equity and Human Rights plays in collaboration with the Human Rights Commission.

Assets & Liabilities N/A

Program Information

Program Contact: N/A

Contact Phone: 503-823-4432

Website: www.portlandoregon.gov/oehr

Portland Commission on Disability

Program Description & Goals

The mission of Portland Commission on Disability (PCOD) is to guide the City in ensuring that it is a more universally accessible city. The commission seeks accessibility in the built environment, employment, livability, and health and outreach.

| Performance | Actuals FY 2018-19 | Actuals FY 2019-20 | Target 2020-21 | Target FY 2021-22 | Strategic Target |
|---|-----------------------|-----------------------|-------------------|----------------------|---------------------|
| Number of requests to PCOD for advice, consultation, or technical assistance by City bureaus or elected officials | 20 | NA | 10 | NA | 10 |

Explanation of Services

Please see the ADA Title II and Disability Equity Advisory Bodies program for more information.

Equity Impacts

The program tracked all accommodations for the Portland Commission on Disability in compliance with ADA Title II. The PCOD previously provided advice and recommendations on Citywide disability policy and programs and will function as a new taskforce. The taskforce will be charged with providing support and recommendations for disability equity in Citywide policy, practice and procedure.

Changes to Program

The Commission has been moved to the ADA Title II program.

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|----------------------------------|-----------------------|-----------------------|-----------------------|-------------------------------|-------------------------|
| Requirements | | | | | |
| Bureau Expenditures | | | | | |
| Personnel Services | 94,493 | 102,248 | 0 | 0 | 0 |
| External Materials and Services | 47,278 | 5,062 | 0 | 0 | 0 |
| Internal Materials and Services | 17,568 | 16,354 | 0 | 0 | 0 |
| Bureau Expenditures Total | 159,339 | 123,664 | 0 | 0 | 0 |

Program Budget

| | Actuals FY 2018-19 | Actuals FY 2019-20 | Revised FY 2020-21 | Requested No DP FY 2021-22 | Requested FY 2021-22 |
|---------------------------|-------------------------------|-------------------------------|-------------------------------|---------------------------------------|---------------------------------|
| Ending Fund Balance | | | | | |
| Requirements Total | 159,339 | 123,664 | 0 | 0 | 0 |
| FTE | 0.84 | 0.85 | 0.00 | 0.00 | 0.00 |

Budget Narrative

Resources The program was supported by General Fund resources and received overhead support in FY 2019-20. The program is being moved in FY 2020-21 under the broader ADA Title II program.

Expenses N/A

Staffing N/A

Assets & Liabilities N/A

Program Information

Program Contact: N/A

Contact Phone: N/A

Website: N/A



City of Portland
Office of Equity & Human Rights
 PM1. Report for FY 2021-22 Requested Budget

Run Date & Time
 Friday, January 29, 2021
 11:13:34 AM

OUTCOME MEASURES

| | Performance Measure | KPM | FY 2017-18 Actuals | FY 2018-19 Actuals | FY 2019-20 Actuals | FY 2020-21 Target | FY 2020-21 YTD Actuals | FY 2021-22 Target | Strategic Target |
|---------|---|-----|--------------------|--------------------|--------------------|-------------------|------------------------|-------------------|------------------|
| OE_0028 | Percentage of City management that are employees of color | X | 21% | 25% | 23% | 25% | 22% | 25% | 28% |
| OE_0034 | Percentage of ADA Title II Transition Plan barriers removed by City bureaus each year | X | 6% | 90% | N/A | 90% | N/A | 90% | 100% |
| OE_0027 | Percentage of City workforce that are employees of color | | 28% | 35% | 27% | 27% | 24% | 27% | 30% |

OUTPUT MEASURES

| | Performance Measure | KPM | FY 2017-18 Actuals | FY 2018-19 Actuals | FY 2019-20 Actuals | FY 2020-21 Target | FY 2020-21 YTD Actuals | FY 2021-22 Target | Strategic Target |
|---------|--|-----|--------------------|--------------------|--------------------|-------------------|------------------------|-------------------|------------------|
| OE_0021 | Number of HRC advisements, consultations, or technical assistance provided to City bureaus and elected officials offices | | 18 | 19 | 3 | 10 | N/A | N/A | N/A |
| OE_0037 | Number of participants who engaged in BMA sponsored/hosted activities or programs | | 750 | 500 | 1,800 | 2,500 | 3,000 | 3,000 | 1,500 |

WORKLOAD MEASURES

| | Performance Measure | KPM | FY 2017-18 Actuals | FY 2018-19 Actuals | FY 2019-20 Actuals | FY 2020-21 Target | FY 2020-21 YTD Actuals | FY 2021-22 Target | Strategic Target |
|---------|--|-----|--------------------|--------------------|--------------------|-------------------|------------------------|-------------------|------------------|
| OE_0040 | # of Equity 101 training sessions offered annually | X | 0 | 47 | 30 | 45 | 50 | 50 | 60 |

City of Portland
Office of Equity & Human Rights
 PM1. Report for FY 2021-22 Requested Budget

Run Date & Time
 Friday, January 29, 2021
 11:13:34 AM

| | | | | | | | | |
|---------|---|-----|-----|-----|-----|-----|-----|-------|
| OE_0012 | Number of City employees who received equity trainings annually | 980 | 423 | 613 | 500 | 600 | 600 | 5,682 |
| OE_0019 | Number of requests to PCOD for advice, consultation, or technical assistance by City bureaus or elected officials | 13 | 20 | N/A | 10 | N/A | N/A | 10 |
| OE_0023 | Number of bureau consultations regarding Title II / Title VI | 156 | 215 | 176 | 150 | 47 | 150 | 150 |
| OE_0025 | Number of requests by City bureaus or elected officials for equity consultation or technical assistance | 75 | 60 | 160 | 60 | 70 | 160 | 200 |
| OE_0039 | Number of bureau consultations regarding the Language Access Program | 40 | 48 | 47 | 40 | 36 | 50 | 50 |

City of Portland
Requested Budget Equity Report

Office of Equity & Human Rights

Requested Budget & Racial Equity Plan Update:

The 2021-2022 requested budget is focused on planning for the future to continue building capacity to do the work of equity Citywide. This increased capacity ultimately provides a clear connection to the Black, Indigenous, immigrant and refugee, people of color, and people with disabilities communities.

We must be mindful of how data collection impacts BIPOC communities. The Results Based Accountability Framework teaches us to focus on “better off measures.” We must consider how the work of all our current and future positions support bureaus in data collection, analysis, and dissemination that honors communities of color.

Racial Equity Plan Link:

Requested Budget Community Engagement:

The Office of Equity engaged with its current Bureau Advisory Committee to discuss the budget and budget considerations.

Base Budget Constraints:

As the Office of Equity continues to grow, we must continue to anticipate the staffing capacity and program design needed to infiltrate the Portland City government with equity drive policy, practice, and procedure.

Notable Changes:

The Office of Equity was granted several new positions during the 2020-2021 adopted budget and the Fall 2021 BMP process. Given this significant increase in staffing and professional learning support, the Office is anticipating a need to realign job current job descriptions, classifications, and compensation moving forward. The overall increase in staff in the Office of Equity is a positive impact on our connection with diverse communities across the city. With new positions comes the potential for new programs that connect to Black, Indigenous, immigrant and refugees, people of color and people with disabilities communities. There is the potential to co-create supports for the community.

Equity Manager Role in Budget Development

Staff responsible for specific programs as well as the Director and Deputy Director provide input and resources to complete the information for the Requested Budget.

City of Portland
Requested Budget Equity Report

**Equity
 Manager:**

**Contact
 Phone:**

ADA Title II Transition Plan:

The Office of Equity has a Disability Equity Team that is responsible for monitoring Title II compliance as well as providing education and technical assistance to other bureaus on Title II issues as well as their Transition Plans. The Disability Equity Team is expanding to include a Digital Access Coordinator who will be responsible for working with bureaus to ensure that all City services and supports are accessible to community members with disabilities.

Accommodations:

The Office of Equity has a dedicated Civil Rights Team with a budget to address issues of Title II and Civil Rights Title VI Citywide. The passage of the Disability Equity Resolution, Language Access Program Resolution, and the Language Pay Differential in November of 2020 reaffirm the Office of Equity’s commitment and focus on issues of Civil Rights.

Capital Assets & Intergenerational Equity

The Office of Equity does not currently have any capital assets.

| Measure Title | PM 2018-19 Actuals | PM 2019-20 Actuals | PM 2019-20 Target | PM 2020-21 Target | Strategic Target |
|---------------|-----------------------|-----------------------|----------------------|----------------------|---------------------|
|---------------|-----------------------|-----------------------|----------------------|----------------------|---------------------|

**Data Tracking
 Methodology:**

Performance measure data collected from each program are the main approach to track program access and service outcomes. The Office has begun documenting qualitative data on the outcomes of the equity technical support and consulting activities. These qualitative data include the policies, programs, resources, as well as the equity impacts on communities to ensure service gaps are identified and addressed.

The Office will continue disaggregating demographic data on the Bureau Advisory Committee members, the bureau workforce demographics, the Citywide workforce and management demographics, and the participants to our trainings directly offered or through contract.

City of Portland
Requested Budget Equity Report

Hiring, Retention, & Employment Outreach:

The workforce demographic dashboard for the Office of Equity and Human reflects a multiracial and multiethnic staff that generally represent the Portland's population. We currently in the process of hiring for six new positions. The Office is using a competitive process by making the recruitment announcements open through job boards that cater to specific diverse audiences and affinity professional groups. The Requested Budget supports professional development for all employees, including Black people, Indigenous people, People of Color, immigrants, and people with disabilities within our workforce.

Contracting Opportunities

While the Office of Equity does not manage many contracts, the Results-Based Accountability Contract is currently issued to a company owned by a woman. Additional contract opportunities always rely on the D/M/W/ESB outreach first. Additionally, there is a staff member who is involved in the current CEIC, COEP, and Pre-Qualification process to ensure equity is centered in the work.

Engaging Communities Most Impacted by Inequities

This budget is focused on the anticipated needs given the substantial increase in staffing during the 2020-2021 Adopted Budget and the Fall 2021 BMP process. The addition of these positions provides an opportunity for the Office to more deeply engage with communities most impacted by inequities.

Empowering Communities Most Impacted by Inequities

This budget acknowledges the power in communities and anticipates future needs as the work of equity spans the City with guidance and leadership from the Office of Equity. Recommendations collected through our past stakeholder engagement will be considered in the implementation and execution of the Requested Budget. Some of the recommendations are the integration of the new Citywide shared values, community engagement needs, and accommodations for community involvement.