

City of Omaha

Human Rights & Relations Department

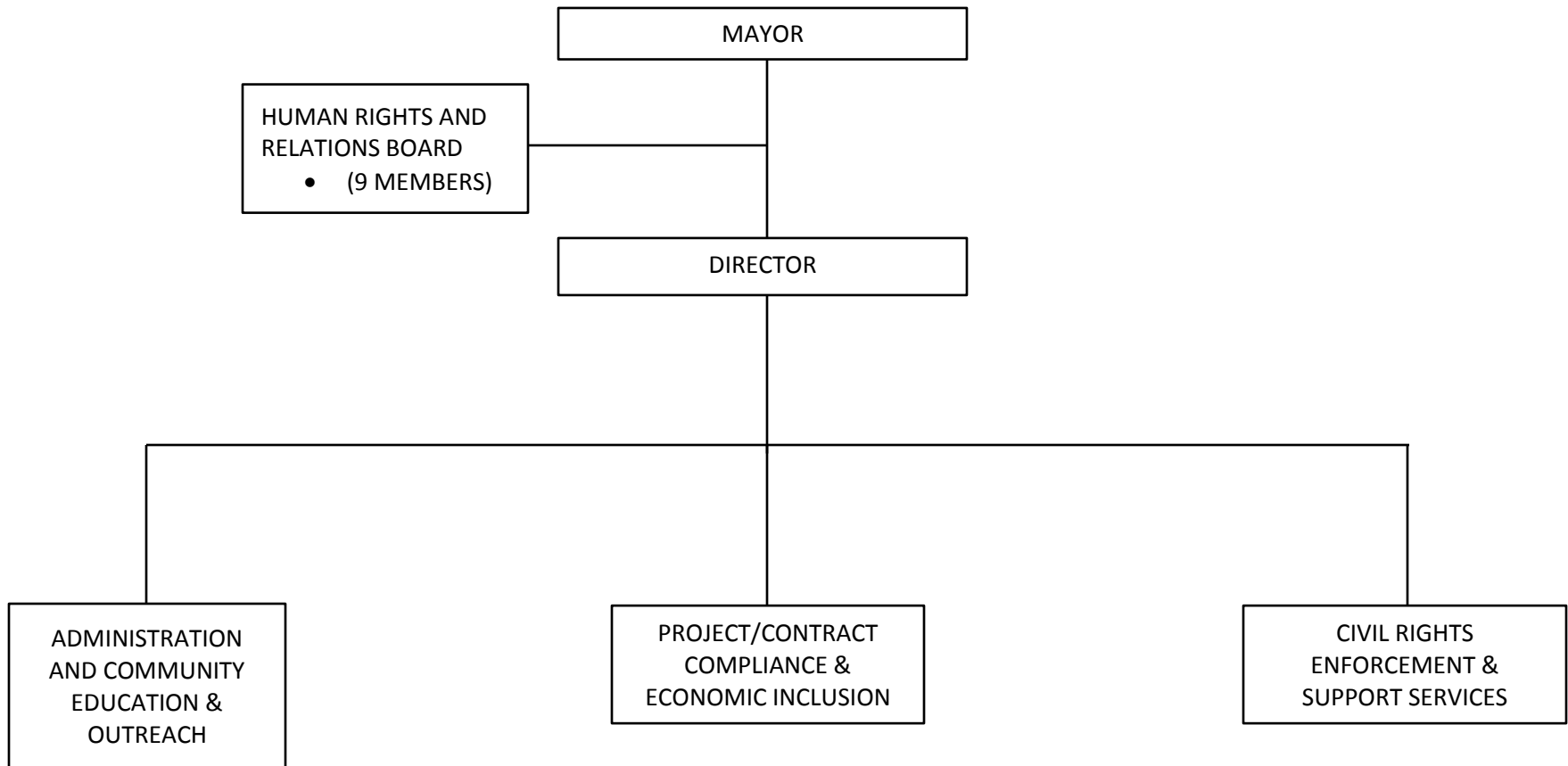
Mission Statement

The Human Rights and Relations Department is charged with three major responsibilities for the City of Omaha; Contract Compliance and Economic Inclusion Administration, Civil Rights Investigations and Enforcement Support Services, and Human Rights and Community Relations. It is responsible for the investigation, elimination, and prevention of all forms of socioeconomic disparities and prohibited discrimination in small and emerging business, employment, housing, and public accommodations that are based on race, creed, color, religion, sex, national origin, age, disability, marital status, familial status, sexual orientation, gender identity, class or any other form of discrimination proscribed by ordinance or resolution. Towards its goal of ensuring equal opportunity and equitable access to those opportunities for all citizens of the city, this department oversees the operation of two appointed boards: the Human Rights and Relations Board and the Civil Rights Hearing Board, and one appointed council: the Economic Inclusion Council.

Goals and Objectives

1. Expand education and outreach programs relative to civil rights in the areas of housing, public accommodations and employment, and to increase knowledge of individual human rights to the citizens of Omaha and eliminate the potential for exploitation.
2. Actively accept and investigate charges of discrimination from the citizens of Omaha to eliminate prejudice from the Omaha community.
3. Provide technical assistance and guidance to ensure contractors have optimum opportunity to meet their minimum goals for equal employment and treatment practices, this includes monitoring Title VI.
4. Streamline reporting procedures and automate processes to redirect staff efforts toward more advanced, in-depth investigations and improved public awareness programs.
5. Work with departments to develop and plan implementation of new ADA Compliance transition plan.
6. Build collaborative community partnerships that enhance job growth in and for individuals of disadvantaged communities in Omaha.
7. Expand the number of certified Small and Emerging Businesses and promote greater access for small and disadvantaged businesses that propose and bid on contracts/projects initiated by the City of Omaha.
8. Partner with community stakeholders that assist and assess certified Small and Emerging Businesses that are qualified to propose and bid on contracts/projects initiated by the City of Omaha.
9. Actively engage and partner with community stakeholders for sustainable economic inclusion practices for all contracting and procurement activities within the City of Omaha.
10. Perform outreach to inform City of Omaha internal departments and third party affiliates, community individuals and stakeholders, non profit and for profit business organizations, and local and national government municipalities of the City of Omaha HRR programs.

HUMAN RIGHTS AND RELATIONS DEPARTMENT



City of Omaha
2017 Human Rights & Relations Department Budget
Appropriated Summary

By Organization	Positions		Funding		
	2016	2017	2016 Appropriated	2017 Recommended	2017 Appropriated
Human Relations/Economic Inclusion			419,642	177,247	177,247
Civ Rights Inv/Enf Support Services			324,421	395,777	395,777
Com Relations/Contract Compliance			130,816	322,358	322,358
Total	<u>9</u>	<u>9</u>	<u>874,879</u>	<u>895,382</u>	<u>895,382</u>
By Expenditures Category					
Employee Compensation			861,623	885,655	885,655
Non-Personal Services			13,256	9,727	9,727
Total			<u>874,879</u>	<u>895,382</u>	<u>895,382</u>
By Source of Funds					
General			874,879	895,382	895,382
Total			<u>874,879</u>	<u>895,382</u>	<u>895,382</u>

Explanatory comments:

The Human Rights & Relations Department manages grants estimated at \$124,350 in the 2017 budget that are in addition to the total appropriations shown on this page.

Staff expenses and the grant reimbursements are displayed within the budget.

Expenditure Summary by Organization

Department	Human Rights & Relations		
Division	Human Rights & Relations	Department No	106000

	Comparative Budget Appropriations			
Organization Description and Major Object Summary	2015 Actual	2016 Appropriated	2017 Recommended	2017 Appropriated

Human Relations Administration **106011**

This organization provides the administrative support to ensure that the department implements Ordinance No. 28920, the Civil Rights: Anti-trust Discrimination Ordinance and Ordinance No. 28885, the Contract Compliance Ordinance. These two ordinances establish the department's goals - identifying, preventing and remedying discrimination and inter-group conflict and ensuring equal opportunity for all persons within the City of Omaha. These responsibilities include: establishing objectives, organizations, priorities, policies and rules and regulations, determining expenditures, assisting the Human Relations Board and Civil Rights Hearing Board, and coordinating the department's organizations and activities with state, regional and national civil rights enforcement agencies.

Employee Compensation	37,200	-	-	-
Non-Personal Services	21,006	-	-	-
Organization Total	58,206	-	-	-

Civil Rights Investigation **106012**

This organization mediates and/or investigates charges of discrimination alleging a violation of the Omaha Municipal Code, Chapter 13 Article III entitled Civil Rights Anti-Discrimination. In addition, this organization monitors settlement agreements and assists on special projects as needed.

Employee Compensation	356,742	-	-	-
Non-Personal Services	680	-	-	-
Organization Total	357,422	-	-	-

Community Relations **106013**

This organization prevents discrimination and inter-group conflict through education and provides other assistance to individuals and organizations. The activities include: developing and distributing education/informational materials, planning and presenting discrimination prevention and Human Relations seminars and presentations. Also, the funding provides support and coordination for special events which include the City/County Martin Luther King Celebration, Black History Month, the Hispanic Heritage event, and the Native American Tribute.

Employee Compensation	1,830	-	-	-
Non-Personal Services	1	-	-	-
Organization Total	1,831	-	-	-

Contract Compliance **106014**

Contract Compliance implements Ordinance No. 28885, the Contract Compliance Ordinance which promotes equal opportunity in connection with contracts awarded by the City. This organization ensures that contractors and vendors comply with the equal opportunity requirements of the Ordinance and the Rules and Regulations based thereon. The activities include: conducting compliance reviews (i.e. equal opportunity audits), investigating contract compliance complaints, assisting contractors and conducting discrimination prevention seminars for City contractors. Contract Compliance also monitors Title VI and ADA Compliance.

Employee Compensation	120,973	-	-	-
Non-Personal Services	76	-	-	-
Organization Total	121,049	-	-	-

Expenditure Summary by Organization

Department	Human Rights & Relations		
Division	Human Rights & Relations	Department No	106000

	Comparative Budget Appropriations			
Organization Description and Major Object Summary	2015 Actual	2016 Appropriated	2017 Recommended	2017 Appropriated

Enforcement & Support Service **106015**

This organization provides operational support for the department. This organization includes the following activities: tracking and reporting the Department's performance, screening and interviewing persons wanting to make a complaint, maintaining files, recording all information for the Contract Compliance, Civil Rights Investigation and Community Relations/Discrimination Prevention and assisting on special projects.

Employee Compensation	109,916	-	-	-
Non-Personal Services	67	-	-	-
Organization Total	109,983	-	-	-

Human Race Commission **106016**

Non-Personal Services	214	-	-	-
Organization Total	214	-	-	-

Human Relations/Economic Inclusion **106017**

This was a new organization in 2016. This replaces organization 106011 and adds an Economic Inclusion component.

Human Relations:

This organization provides the administrative support to ensure that the department implements Ordinance No. 28920, the Civil Rights: Anti-trust Discrimination Ordinance and Ordinance No. 28885, the Contract Compliance Ordinance. These two ordinances establish the department's goals - identifying, preventing and remedying discrimination and inter-group conflict and ensuring equal opportunity for all persons within the City of Omaha. These responsibilities include: establishing objectives, organizations, priorities, policies and rules and regulations, determining expenditures, assisting the Human Relations Board and Civil Rights Hearing Board, and coordinating the department's organizations and activities with state, regional and national civil rights enforcement agencies.

Economic Inclusion:

This organization will be a catalyst in creating a community culture of economic prosperity by cultivating small business growth potential through the oversight of the City of Omaha Small and Emerging Small Business (SEB) Program and promoting workforce development and training opportunities in partnership with community stakeholders in areas of high unemployment and below median income areas of Omaha. In doing so, the Human Rights and Relations Department is committed to indirectly assist the City in identifying and maximizing job growth opportunities for individuals from socially disadvantaged areas, assist local small businesses in expanding business capacity to bid and be awarded City contracts in a fair and equitable way, and build collaborative community partnerships that sustain long term success for the Small and Emerging Business Program and workforce development solutions.

Employee Compensation	-	411,774	171,358	171,358
Non-Personal Services	12,217	7,868	5,889	5,889
Organization Total	12,217	419,642	177,247	177,247

Expenditure Summary by Organization

Department	Human Rights & Relations		
Division	Human Rights & Relations	Department No	106000

	Comparative Budget Appropriations			
Organization Description and Major Object Summary	2015 Actual	2016 Appropriated	2017 Recommended	2017 Appropriated

Civ Rights Inv/Enf Support Services 106018

This was a new organization in 2016. This combines organizations 106012 and 106015.

Civil Rights Investigations:

This organization mediates and/or investigates charges of discrimination alleging a violation of the Omaha Municipal Code, Chapter 13 Article III entitled Civil Rights Anti-Discrimination. In addition, this organization monitors settlement agreements and assists on special projects as needed.

Enforcement Support Services:

This organization provides operational support for the department. This organization includes the following activities: tracking and reporting the Department's performance, screening and interviewing persons wanting to make a complaint, maintaining files, recording all information for the Contract Compliance, Civil Rights Investigation and Community Relations/Discrimination Prevention and assisting on special projects.

Employee Compensation	-	322,421	393,777	393,777
Non-Personal Services	-	2,000	2,000	2,000
Organization Total	-	324,421	395,777	395,777

Com Relations/Contract Complianc 106019

This was a new organization in 2016. This combines organizations 106013 and 106014.

Community Relations:

This organization prevents discrimination and inter-group conflict through education and provides other assistance to individuals and organizations. The activities include: developing and distributing education/informational materials, planning and presenting discrimination prevention and Human Relations seminars and presentations. Also, the funding provides support and coordination for special events which include the City/County Martin Luther King Celebration, Black History Month, the Hispanic Heritage event, and the Native American Tribute.

Contract Compliance:

Contract Compliance implements Ordinance No. 28885, the Contract Compliance Ordinance which promotes equal opportunity in connection with contracts awarded by the City. This organization ensures that contractors and vendors comply with the equal opportunity requirements of the Ordinance and the Rules and Regulations based thereon. The activities include: conducting compliance reviews (i.e. equal opportunity audits), investigating contract compliance complaints, assisting contractors and conducting discrimination prevention seminars for City contractors. Contract Compliance also monitors Title VI and ADA Compliance.

Employee Compensation	-	127,428	320,520	320,520
Non-Personal Services	-	3,388	1,838	1,838
Organization Total	-	130,816	322,358	322,358

Department Total	660,922	874,879	895,382	895,382
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Performance Summary By Division

Department	Human Rights & Relations		
Division	Human Rights & Relations	Department No	106000

Performance Measures	2015 Actual	2016 Planned	2017 Goal
% of Complainants / Respondents Notified within 10 Working Days of Receipt	100%	100%	100%
% of Intakes / Complaints Completed within 10 days of Inquiry	90%	100%	100%
% of Investigations Accepted for Pay't by EEOC & HUD on first Submittal	100%	100%	100%
% of Investigations Completed within 120 Days	90%	100%	100%
% of Requests and Complaints Addressed within 3 Days	98%	98%	98%

Program Outputs	2015 Actual	2016 Planned	2017 Goal
# of Small Businesses Certified	118	75	75
Cases Resolved	58	70	100
Charges Taken	102	150	150
Intake Contacts	421	500	500
Outreach Initiatives	107	80	80

Division Summary of Personal Services

Department Human Rights & Relations
 Division Human Rights & Relations Department No 106000

Class Title	Class Code	Comparative Budget Appropriations			
		2015 Actual	2016 Auth.	2017 Recommended	2017 Appropriated
Executive Secretary	0030	-	1	-	-
Human Relations Director	9504	1	1	1	119,646
Human Relations Representative I	0620	4	4	4	254,301
Human Relations Representative II	0630	1	1	1	72,877
Human Relations Representative III	4064	1	1	2	170,901
Human Relations Specialist	0610	-	1	1	47,904
Longevity					2,520
Part-Time and Seasonal					1,200
Reimbursements					(93,800)
Department Total		7	9	9	575,549

Explanatory Comments:

The Human Rights and Relations Department receives reimbursement through work share agreements for work performed from the Equal Employment Opportunity Commission and the Department of Housing and Urban Development that reimburse a portion of expenses related to data and information systems, salary, and other administrative costs associated with the administration and enforcement of a substantially equivalent fair housing law and equal employment opportunity law.

Division Summary of Major Object Expenditures

Department	Human Rights & Relations	
Division	Human Rights & Relations	Department No 106000

Major Object Expenditures	Comparative Budget Appropriations			
	2015 Actual	2016 Appropriated	2017 Recommended	2017 Appropriated
Employee Earnings				
Classified Regular	450,579	614,044	665,629	665,629
Part-Time and Seasonal	37,871	29,364	1,200	1,200
Overtime	643	-	-	-
Longevity	2,530	2,520	2,520	2,520
Reimbursements	(69,728)	(90,500)	(93,800)	(93,800)
Total Employee Earnings	421,895	555,428	575,549	575,549
Employee Benefits				
FICA	36,497	49,413	51,134	51,134
Pension	86,066	116,017	125,704	125,704
Insurance	96,756	155,574	148,104	148,104
Reimbursements	(14,553)	(14,809)	(14,836)	(14,836)
Total Employee Benefits	204,766	306,195	310,106	310,106
Total Employee Compensation	626,661	861,623	885,655	885,655
Non-Personal Services				
Purchased Services	9,722	7,949	3,371	3,371
Supplies	9,675	2,707	2,756	2,756
Equipment	14,864	2,600	3,600	3,600
Total Non-Personal Services	34,261	13,256	9,727	9,727
Capital				
	-	-	-	-
Total Capital	-	-	-	-
Department Total	660,922	874,879	895,382	895,382
Source of Funds				
General (Ref. B-1)	660,922	874,879	895,382	895,382
	660,922	874,879	895,382	895,382

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