

## **Civil Rights and Diversity**

The Minneapolis Department of Civil Rights (MDCR) was established in 1967 to enforce the Minneapolis Civil Rights Ordinance and Title VII of the Civil Rights Act. Subsequently, through a number of ordinance amendments, protections were added making discrimination illegal based upon sex, affectional preference, disability, age, and marital status; with over 30 ordinance amendments passed between 1971 and the present. In addition to investigative and contract compliance functions, the Department offered a number of educational outreach services in an effort to educate the public about civil rights, prejudice and discrimination-related issues. The Small and Underutilized Business Program (SUBP) encouraged and fostered the economic development and expertise of small businesses, including those owned by women or minorities, by addressing barriers to their success and promoting opportunities to participate in the commerce of the city of Minneapolis.

### *Complaint Investigation*

The Civil Rights Department's Complaint Investigations Unit provided a quality process for the investigation and resolution of complaints of discrimination, and also provided education for the community concerning civil right protections and processes. Staff responded to civil rights inquiries and conducted investigations that included early resolution of discrimination complaints through mediation and conciliation.

In an effort to increase participation and awareness and access to our services, the unit instituted a Community Intake program. Staff from the Investigations Unit maintained regular hours at and contact with community-based organizations throughout the City, and was able to take the complaints of discrimination at community centers near residents' homes.

The Complaint Investigation Unit of the Minneapolis Department of Civil Rights performed a full, fair and impartial investigation of discrimination occurring in Minneapolis. To ensure the fairness of the investigation, the Complaint Investigations Officers remained neutral throughout the investigation.

The person(s) bringing forth the charge of discrimination, the Complainant, met with the Intake Officer to detail the incident and draft the charge. The charge of discrimination included:

- A statement of what happened;
- A summary of the explanation offered about the incident; and
- A citation of the relevant portion of the civil rights ordinance.

The charge of discrimination was signed by the Complainant, notarized, and sent to the Respondent (the organization or person named as responsible for the incident). The investigation of the complaint included both interviews with key people involved in the incident, and reviews of documents and records that related to the case.

At the conclusion of the investigation, the Executive Director issued a final determination which was based on the facts gathered in the case and in keeping with recent case law precedents. The Director's Determination of Probable Cause to believe discrimination occurred was forwarded to the Minneapolis Commission on Civil Rights for a hearing. A determination of No Probable Cause may be appealed to the Commission.

Remedies available for those charges in which Probable Cause was determined include policy changes to correct the discrimination, compensation for possible lost wages in employment cases, apologies, punitive damages and other remedies which corrected the situation. Complainants and Respondents did, at times, agree to settle a charge for terms that are agreeable to them prior to the

completion of the investigation. The Investigator facilitated the mediation if that was the will of the parties. In 2003, the Complaint Investigations Unit received 238 charges of discrimination.

#### *Contract Compliance*

The Contract Compliance Unit promoted equal opportunity and affirmative action through quality programs, research, education, and contract compliance, accomplished through enforcement of Chapter 139.50 of the Minneapolis Civil Rights Ordinance. The Contract Compliance Unit conducted affirmative action reviews for businesses providing goods or services to the City and assisted such businesses in achieving affirmative action employment goals. The unit also monitored designated construction and development projects for adherence to the Davis-Bacon Act (prevailing wages) and other federal or City mandates. On an annual basis, the MCDR is responsible for monitoring over 100 construction projects worth approximately two billion dollars. In addition the department receives and reviews over 500 affirmative action plans. In 2003 the MCDR sought wage restitution for 41 employees, amounting to \$69,800.00.

#### *Small and Underutilized Business Program*

The Small and Underutilized Business Program (SUBP) provided small businesses, including those owned by women or minorities, with access to City business opportunities. That access included the procurement of goods, materials and services, as well as construction and economic development projects. The program attempted to eliminate disparities in the use of small, women, and minority-owned businesses on City funded contracts in the areas of construction, development and the provision of goods and services. The SUBP achieved those objectives through increased outreach efforts that enhanced the knowledge and capacity of certified businesses, through activities that addressed and eliminated historical and systemic barriers to successful participation, and through the establishment of participation goals for projects generated by public funds or assistance.

The City of Minneapolis and the SUBP continued to develop relationships and partnerships, including those with Hennepin County, the Minnesota Surety Association, and the National Association of Minority Contractors of the Upper Midwest, Ramsey County, and the City of St. Paul. From January 1, 2000 through January 30, 2004, the following number of businesses became certified in the certification categories listed below.

Small Business Enterprises:	243
Small, Women, Minority Business Enterprises:	37
Small Minority Business Enterprises:	170
Small Women Business Enterprises:	264

#### *Commission on Civil Rights*

The Commission was a 21-member citizen-body appointed by the Mayor or City Council, with a minimum of six and a maximum of eight of the 21 commissioners being attorneys. The Civil Rights Commission implemented the City's Civil Rights policies through public information, education, mediation, conciliation, and enforcement. The primary objective of the Commission was to promote and protect the civil rights of the citizens of Minneapolis.

The Civil Rights Commissioners served on standing committees and panels that reviewed and heard allegations of civil rights violations in Minneapolis. Some of these allegations were heard through a public hearing process in which a panel of commissioners served as the judge and jury and decided the outcome of cases based on the facts presented at the hearing. Commissioners also reviewed appeals on Minneapolis Civil Rights Department no probable cause determinations.

### *Civilian Review Authority (CRA)*

The Civilian Review Authority (CRA) investigated allegations of misconduct on the part of officers of the Minneapolis Police Department and made findings of fact and conclusions based upon those findings. For the year 2003, CRA had 158 signed complaints. In July 2003, the Mayor and City Council appointed a seven-member board to hear cases of misconduct, review police policies and training procedures and make recommendations for change. The board began hearing cases, and remains active with community outreach and educating the citizenry on the new procedures for the redesigned CRA.

### *Community Outreach, Education and Advocacy*

The department participated in a variety of community celebrations and cultural events, including sponsoring workshops, forums, and radio series designed to foster community and economic development. In 2003, the goal to sponsor four Community Summits was achieved: Community Summit I for African-Americans, Community Summit II for Hispanic/Latino/Chicanos, Community Summit III for Asian Pacific Islanders, and Community Summit IV for American Indians. The purpose of these Summits was to open the dialogue between these cultural communities and elected officials, discuss needs and concerns, and develop recommendations to present and implement. Each Summit enjoyed success with over 200 in attendance at each session.

### *Department Publications*

City of Minneapolis Civil Rights Ordinance

A Guide to Understanding Our Laws and Your Civil Rights

Civil Rights in Minneapolis

Contract Compliance Rules and Regulations

Affirmative Action Plan Guide

Modified Affirmative Action Plan Guide

Pre-construction Booklet

A Guide to Starting a Business in Minnesota, Minnesota Department of Trade and Economic Development

Central Certification (CERT) Program Business Directory

Central Certification (CERT) Program Application

City of Minneapolis Small Business resource Directory

City Ordinance Chapter 423. Small and Underutilized Business Enterprise Program

Introduction to the City of Minneapolis Finance Department Procurement Division

Minneapolis Department of Civil Rights Small & Underutilized Business Enterprise Program

Small Business Compass (Quarterly Newsletter)

City of Minneapolis Department of Civil Rights Small and Underutilized Business Program (SUBP) handout (Includes Mission Statement, Policy, Program Objective, Program Function)

SBE/MSA Partner Program brochure

SBE Helpline card

Central Certification (CERT) Program Collaborative Members Availability Data for Construction Firms in the Minneapolis MSA (Metropolitan Statistical Area)

Minneapolis Commission on Civil Rights Rules and Procedures for Contested Case Hearings