

## CIVIL RIGHTS

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### **MISSION**

The mission of the Minneapolis Department of Civil Rights is to enforce Minneapolis Code of Ordinances Title 7 (non-discrimination); Title 9, Chapter 172 (civilian police review authority) Title 16, Chapter 423 (small and underutilized business programs); Title 23, Chapter 6 (prevailing wage); and, to promote understanding of civil rights among residents, business and government.

### **BUSINESS LINES**

The Civil Rights Department has three business lines carried out through its business units: Complaint Investigations, Contract Compliance, and Civilian Police Review.

Complaint investigations are carried out by the **Complaint Investigations Unit (CIU)**. CIU investigates and resolves complaints that allege illegal discrimination according to the Civil Rights Ordinances. For most of 2010 CIU was staffed with 3 individuals who conducted complaint investigations and 1 supervisor. The unit receives 200-250 charges per year. The investigators meet a performance standard of 60 cases per year and the supervisor handles a small number of cases as well.

The CIU partners with the Minneapolis Civil Rights Commission to perform its work. The Minneapolis Commission on Civil Rights (MCCR), while not an operational entity within the MDCR, plays a crucial part in the execution of the Department's role. By ordinance the MCCR: initiates/investigates discrimination complaints; reviews complainants appeals of the Civil Rights Director's "No Probable Cause" determinations; holds hearings on "Probable Cause" findings; and, advises the Director with respect to matters relating to the Commission's purpose.

The **Contract Compliance Unit (CCU)** monitors construction employment and training goals, prevailing wage payments, and affirmative action plans for City contractors. Additionally, the CCU investigates complaints alleging a violation of the ordinances it oversees. The CCU also aids prime contractors in successfully executing their "good faith" efforts relating to employment goals. Good faith efforts assistance includes (1) linking prime contractors to labor sources of minority and women and (2) supporting the development and growth of minority and women-owned businesses so they may participate as sub-contractors.

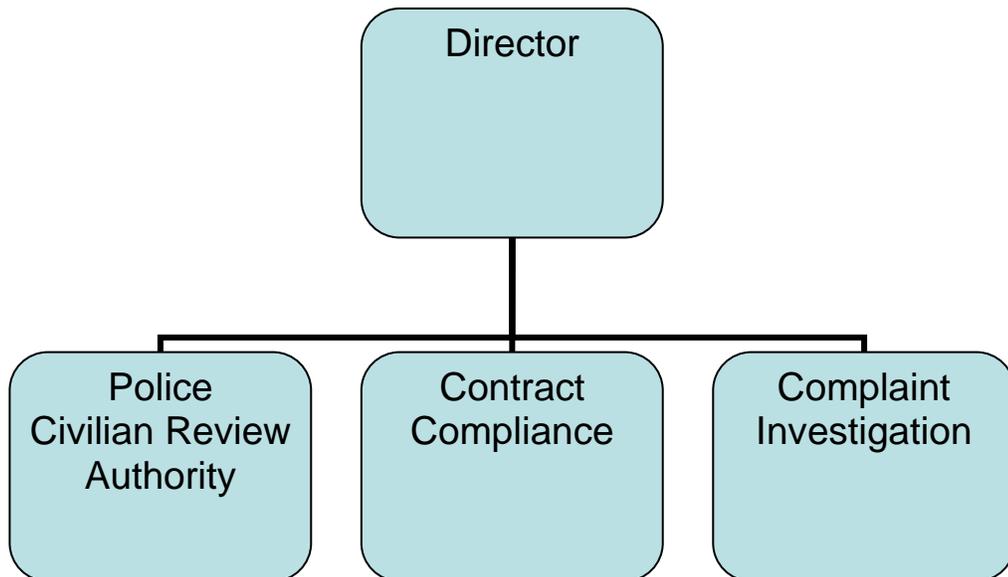
The Small and Underutilized Business Program (SUBP) is a program within the CCU. The SUBP program sets project goals for small, women and minority businesses in the awarding of City contracts in the following areas: construction and development, and goods and services. Additionally it reviews bid and contract award recommendations, coordinates the certification process for small and underutilized businesses, and assists prime contractors with attracting certified small and underutilized businesses in order to meet the project goals.

CCU is staffed with six compliance officers and a supervisor. Four of the six compliance officers perform work to monitor and review activities with Community Development Block Grant Funds, one handles HUD Section 3 compliance monitoring and one handles the City's SUB Program.

The **Civilian Police Review Authority (CRA)** business unit receives and investigates complaints of police misconduct; mediates or fairly adjudicates complaints of police misconduct; and, educates the Minneapolis Police Department and the public on their rights and responsibilities under the CRA ordinance. The CRA typically receives over 300 complaints per year.

CRA is staffed with two case investigators, two administrative persons and one supervisor.

**ORGANIZATION CHART**



## **What two or three key trends and challenges does the department face and how will each be addressed?**

### Trends

Backsliding on progress in Civil Rights (e.g., K-12 schools become more diverse and less productive, and colleges and universities become less diverse and more exclusive; anti-immigrant sentiment; requests for exclusivity, etc.).

- Examine internal policies and practices to ensure the department is not institutionalizing racism.
- Be vigilant.
- Challenge the status-quo.

Pervasive and growing disparities in health, education and prosperity between Whites and non-Whites.

- Vision, persistence, courage, consistency & adaptability

### Challenges

The division must continue to exist as a service that is vital to the City's well-being.

- Leadership must commit to providing a level of resources to allow the unit to perform and must hold MDCR accountable.

The division must deliver sustained performance that contributes to the wealth and welfare of Minneapolis residents and visitors.

- MDCR leadership must commit to setting realistic, obtainable goals and measures and must be resolved in achieving the goals on a consistent basis.
- While increased federal revenue for community development, neighborhood revitalization and stabilization are a good thing for residents, federal sources require compliance monitoring above the current level of resources.

The division must be respected as a strategic partner and as an enforcer of the ordinances.

- The department staff need to work hard at the right things, be accessible, approachable and professional.

The division must defeat inertia.

- The department must build good relationships with stakeholders, handle the current state as if it is a project, and promptly correct and learn from mistakes.
- Celebrate and communicate successes.

## **In what internal/external partnerships is the department currently engaged and/or exploring for the future?**

MDCR is currently exploring opportunities with Neighborhood and Community Relations for effective outreach and engagement; the Community Planning and Economic Development Department for community readiness on City projects. Externally the department is collaborating with Metro-area law schools to bring in interns to assist with case preparation and with the Minnesota State Bar Association and the Minnesota Chapter of the American Bar Association to bring in pro-bono mediators.

**How is the department evaluating programs or services for cost effectiveness?**

The appropriate goals and measures for the MDCR will be discussed as part of the business planning process.

**What actions will the department take to meet the current service level reductions? Please include a description of any revenue proposals. Identify *Results Minneapolis* measures where you anticipate a service level impact based on cuts. Specifically include charts that show 2011 projections of no cuts and target reductions.**

In 2010, the department lost two positions and \$257,000. This reduction created a situation for MDCR in which it cannot meet performance objectives. This level of resources does not provide what is necessary for satisfactory performance even if every employee is performing at a high level. Without a priority-setting mechanism, the department will continue to fall behind.

The 2011 budget still leaves the department without the necessary resources to perform satisfactorily. It leaves the department playing a game of catch-up that will never be won. This reduction will be absorbed in salaries and fringes. Even in some cases where BPI recommendations are implemented, this level of resources is not enough. While the total appears to be a slight increase of \$24,487, this proposal includes a significant increase in rent (\$87,400) and insurance premiums (up \$36,972). This budget will also need to absorb \$27K in renovation costs.

**FINANCIAL ANALYSIS**

**EXPENDITURE**

The total 2011 Civil Rights budget of \$2.5 million is a 2.4% increase from 2010. The General fund is \$2.1 million and the CDBG fund is \$365,000.

**REVENUE**

The department's revenue from EEOC (Equal Opportunities Employment Commission) work share agreement is projected in 2011 at \$79,200.

**FUND ALLOCATION**

The department is funded by the general fund (85%) and CDBG funds (15%).

**MAYOR'S RECOMMENDED BUDGET**

The Mayor recommended no reductions to growth for the department.

**COUNCIL ADOPTED BUDGET**

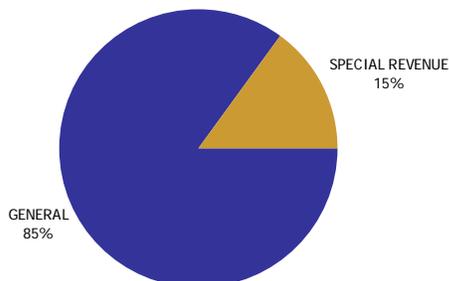
Council adopted the Mayor's recommendations.

## CIVIL RIGHTS EXPENSE AND REVENUE INFORMATION

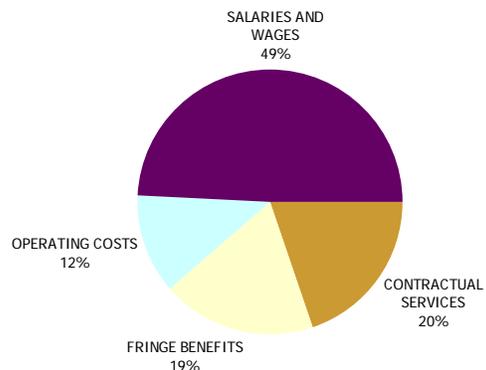
EXPENSE	2008 Actual	2009 Actual	2010 Revised Budget	2011 Council Adopted	Percent Change	Change
<b>GENERAL</b>						
SALARIES AND WAGES	1,188,905	1,299,487	993,663	942,598	-5.1%	(51,065)
FRINGE BENEFITS	336,424	432,064	383,822	363,323	-5.3%	(20,499)
CONTRACTUAL SERVICES	730,366	710,998	379,775	484,046	27.5%	104,271
OPERATING COSTS	253,631	272,194	269,612	297,726	10.4%	28,114
CAPITAL			2,366		-100.0%	(2,366)
<b>TOTAL GENERAL</b>	<b>2,509,326</b>	<b>2,714,743</b>	<b>2,029,237</b>	<b>2,087,692</b>	<b>2.9%</b>	<b>58,455</b>
<b>SPECIAL REVENUE</b>						
SALARIES AND WAGES	237,044	359,547	165,202	265,701	60.8%	100,499
FRINGE BENEFITS	77,911	126,296	67,323	99,298	47.5%	31,975
CONTRACTUAL SERVICES			132,475		-100.0%	(132,475)
OPERATING COSTS		158	(1)		-100.0%	1
<b>TOTAL SPECIAL REVENUE</b>	<b>314,955</b>	<b>486,001</b>	<b>365,000</b>	<b>365,000</b>	<b>0.0%</b>	<b>(1)</b>
<b>TOTAL EXPENSE</b>	<b>2,824,281</b>	<b>3,200,744</b>	<b>2,394,237</b>	<b>2,452,692</b>	<b>2.4%</b>	<b>58,455</b>

REVENUE	2008 Actual	2009 Actual	2010 Revised Budget	2011 Council Adopted	Percent Change	Change
<b>GENERAL</b>						
FEDERAL GOVERNMENT	(1,500)				0.0%	0
CHARGES FOR SERVICES	23,055	500			0.0%	0
CHARGES FOR SALES	26	1,106			0.0%	0
OTHER MISC REVENUES		(408)			0.0%	0
<b>TOTAL GENERAL</b>	<b>21,581</b>	<b>1,197</b>			<b>0.0%</b>	<b>0</b>
<b>SPECIAL REVENUE</b>						
LICENSE AND PERMITS					0.0%	0
FEDERAL GOVERNMENT		99,457	55,000	79,200	44.0%	24,200
<b>TOTAL SPECIAL REVENUE</b>		<b>99,457</b>	<b>55,000</b>	<b>79,200</b>	<b>44.0%</b>	<b>24,200</b>
<b>TOTAL REVENUE</b>	<b>21,581</b>	<b>100,655</b>	<b>55,000</b>	<b>79,200</b>	<b>44.0%</b>	<b>24,200</b>

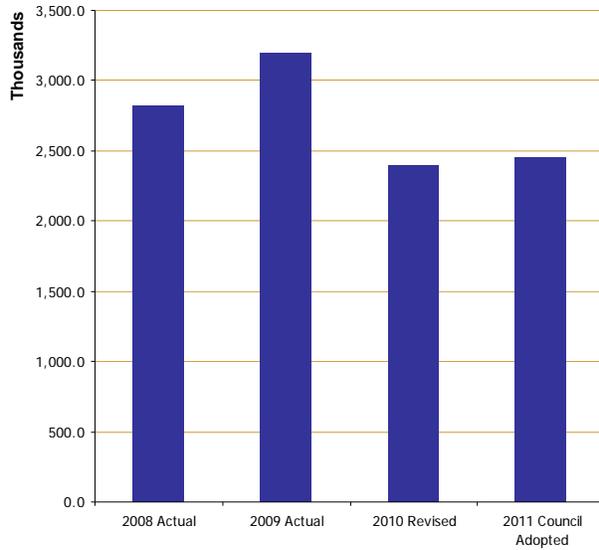
Expense by Fund



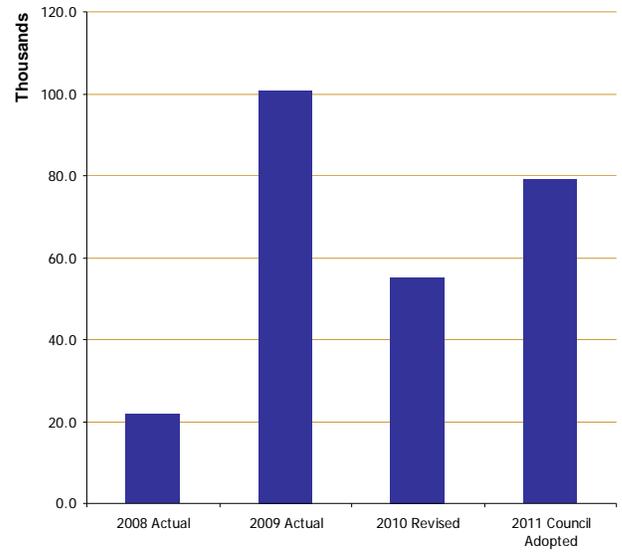
Expense by Category



Expense 2008 - 2011



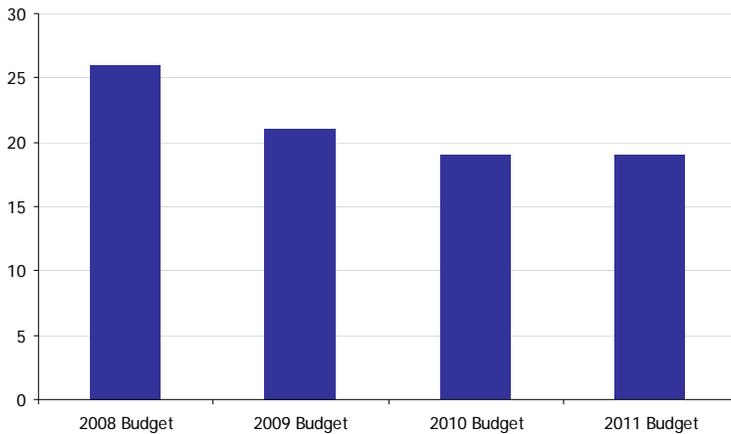
Revenue 2008 - 2011



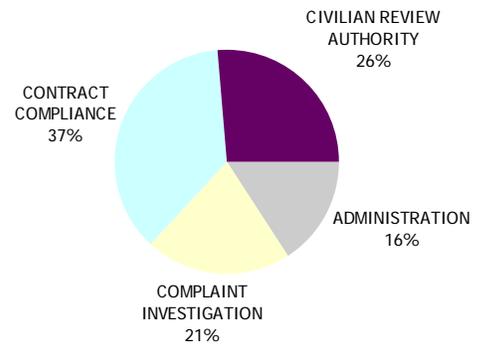
**Staffing Information**

Expense	2008 Budget	2009 Budget	2010 Budget	2011 Budget	% Change	Change
ADMINISTRATION	5.00	5.00	3.00	3.00	0.0%	
CIVILIAN REVIEW AUTHORITY	4.00	5.00	5.00	5.00	0.0%	
CONTRACT COMPLIANCE	6.00	6.00	7.00	7.00	0.0%	
COMPLAINT INVESTIGATION	5.00	5.00	4.00	4.00	0.0%	
<b>TOTAL</b>	<b>26.00</b>	<b>21.00</b>	<b>19.00</b>	<b>19.00</b>	<b>0.0%</b>	

Positions 2008-2011



Positions by Divison



### Expense by Division

