

Civil Rights

Mission Statement

To eliminate discriminatory practices that have an adverse affect on the health, welfare, economic well-being, peace and safety of the citizens of Minneapolis

Primary Businesses:

1. LEADERSHIP
 - a. Leadership through Community Outreach, Education, and Advocacy
 - b. Leadership through effective administration and support of the Commission on Civil Rights.

2. REGULATORY ENFORCEMENT
 - a. Complaint Investigations
 - b. Contract Compliance / Davis Bacon / Prevailing Wage
 - c. Small and Underutilized Business Program [SUBP]
 - d. Commission on Civil Rights
 - e. Civilian Police Review Authority

Key Trends and Challenges Impacting the Department:

Trends:

1. Declining governmental resources [City, State, Federal].
2. Increasing needs of those we serve in light of budgetary cutbacks.
3. Changing value system from “brother’s keeper” social responsibility concept to “fiduciary priorities” preserving for a few rather than assisting many.

Challenges:

1. Transferring Small and Underutilized Business Program [SUBP] to new department of Community Planning and Economic Development [CPED] in order to institutionalize inclusive affirmative business practices in City Hall. (as recommended in the McKenzie Report)

2. Meeting community expectations of the Civilian Review Authority with smaller staff than in previous years and increasing volume of complaints of police misconduct.

3. Providing equitable level of administrative support to Minneapolis Commission on Civil Rights, new Civilian Review Board, and Latino Advisory Council to the Mayor and City Council in light of decreasing personnel resources.

4. Assisting the Minneapolis Police Department in effecting change in improper police conduct.

5. Building citizen’s accessibility and trust in CRA through enhanced education and community relations.

6. Managing community and political expectations for complaints of discrimination as we refer complaints [other than employment, ADA, Title VII, and public service] to the State Department of Human Rights..

7. Transitioning from a department of 24 to a department of approximately 18.

8. Successfully integrating the Civilian Review function into the Minneapolis Department of Civil Rights.

9. Increasing City Departments’ accountability for doing business with SWMBEs [small, women-owned, and minority-owned business enterprises] in support of City diversity goals.

Key Initiatives or Other Models for Providing Service to be implemented:

1. The new Civilian Review Authority, now a part of the Minneapolis Department of Civil Rights, redesigned in 2002/2003, is a new model for citizen police review.

2. The four Community Summits held in 2002/2003 represent a dynamic interactive way for the community, Mayor and City Council to effect change in City practices and procedures in order to better serve the needs of a diverse community. [e.g. the Latino Advisory Committee to the Mayor and City Council is implementing the recommendations emanating from Community Summit 2 which focused on Chicanos/Latinos/Hispanics.]

3. Through our Memorandums of Agreement with MCDA [for Heritage Park Development] and the Library [for New Central Library Project] we are able to provide on-site monitoring services without increasing the Departments operations expense.

4. Increase access to City Hall by community of color - A city goal

Key Departmental Outcome Measures:

Explanation of Performance Data for Departmental Outcome Measures:

Primary Business:

Leadership through Community Outreach, Education, and Advocacy

Service Activity:

Community outreach activities, through education and advocacy, targets at Protected Classes [includes New Arrivals].

Description:

Community Outreach targeted at Protected Classes, will be accomplished by sharing resources across business units. Leaderships for this activity will be from out unit formerly called Complaint Investigation.

Key Performance Measures for the Service Activity:

Key Performance Measure	2000 Actual	2001 Actual	2002 Actual	2003 Estimated	2004 Projected
# of events with CRA Board					1
# of Community Forums on specific enforcement-related topics.	N/A	N/A	6	4	9
#of community outreach activities that provide information about our services and resources, e.g. community cultural events, forums, etc.*	10	6	5	8	5
# of contacts with community organizations. **	10	6	5	8	25
# of communications in other languages.	10	0	2	2	6
# of community intake sites for complaint handling.	0	2	3		2
# of media advertising opportunities e.g. radio, newspaper, etc.	3	15	26+	26+	4
# of departments that partner with MDCR on community initiatives.	2	0	4	5	9
Activate Website and report # of hits to website.	N/A	N/A	1	0	1

# of events co-sponsored by MDCR and MCCR.	1	1	1	3	2
# of community recommendations to elected officials thru community summits					33
# of recommendations accepted by elected officials result in change.	1	1	1	3	2

Explanation of key performance measures:

* Includes Cinco de Mayo, Juneteenth, Community Summit and the summit finale' bringing all summits together.

**This includes Latino Advisory, Minneapolis Urban League, M.U.I.D, 100 Hard Hats and NAMC

Primary Business:

Leadership through effective Administration and Support to the Commission on Civil Rights.

Service Activity:

Maintain and active Commission on Civil Rights through effective administration and support.

Description:

Key Performance Measures for the Service Activity:

Key Performance Measure	2000 Actual	2001 Actual	2002 Actual	2003 Estimated	2004 Projected
# Days on Docket from referral to closure PC/NPC***	302.5 / 188.6	509.2 / 184.8	389 / 124	365 / 90	365 / 90
Number of training and development courses completed					3
Provide a quarterly report to elected officials, department heads, MCCR, and key stakeholders.			Annual Quarterly Community	Annual Quarterly Community	Annual Quarterly Community
Percentage of Diversity in the department.					
# of Commissioners serving on MCCR Board.	21	19	9	21	21
# of Cases referred to MCCR by MDCR	40	53	33	50	55
# of Cases closed by MCCR	27	51	35	45	50
# Days on Docket from referral to closure PC/NPC	302.5 / 188.6	509.2 / 184.8	389 / 124	365 / 90	302 / 90

Explanation of key performance measures:

Primary Business:

Regulatory Enforcement

Service Activity:

Reduce discriminatory practices in Minneapolis, [e.g. employment, housing, racial profiling] through enforcement, mediation, and conciliation.

Description:

Complaints of discrimination file at Minneapolis Department Civil Rights are investigated and finding of probable cause(PC) or no probable cause(NPC) are complaints that may be resolved through mediation or conciliation. The complainant and respondant each have the right to appeal to the Minneapolis Commission on Civil Rights

Key Performance Measures for the Service Activity:

Key Performance Measure	2000 Actual	2001 Actual	2002 Actual	2003 Estimated	2004 Projected
# of intake inquiries.	523	444	400	425	315
# of complaints filed with the department.*	274	201	300	325	245
Case Closures per year.	158	244	250	275	205
% of cases resolved through mediation or conciliation	6%	5%	7%	8%	6%
N / A					

Explanation of key performance measures:

* Decreased number for 2004 is based on proposal to process complaints regarding Employment, Title VII, and Public Service (e.g. police) with decrease in staff

Service Activity:

Establish and monitor hiring and participation goals for City-sponsored projects/contracts to ensure that protected classes have an equal opportunity to benefit through employment and business activities

Description:

Contract Compliance/Davis Bacon/Prevailing wage

Key Performance Measures for the Service Activity:

Key Performance Measure	2000 Actual	2001 Actual	2002 Actual	2003 Estimated	2004 Projected
# of Construction and Development Projects.*	Active- 36 Closed- 70 Pending- 45 Total-151	Active- 40 Closed- 73 Pending- 38 Total-152	Active- 60 Closed- 35 Pending-65 Total-170	Active- 60 Closed- 35 Pending-65 Total-170	Active- 60 Closed- 35 Pending-65 Total-170
Total \$ Value of all projects	\$496,832,310	\$1,082,509,361	\$1,174,637,496	\$1,200,000,000	\$1,200,000,000
# of Conciliation meetings with contractors not meeting goals.	22	22	24	26	26
# Affirmative Action plans reviewed and approved of partnerships with community organizations	866	680	750	750	750

Davis Bacon and prevailing wage.***	Total # of Projects-37	Total # of Projects-15	Total #of Projects-20	Total # of Projects-20	Total # of Projects-20
	Value of Projects-\$38,100,000	Value of Projects-52,048,000	Value of Projects-\$791,346,000	Value of Projects-\$792,000,000	Value of Projects-\$792,000,000
	#receiving restitution-5	#receiving restitution-32	#receiving restitution-10	#receiving restitution-10	#receiving restitution-10
	\$amount of restitution-\$4,110	\$amount of restitution-\$25,128	\$amount of restitution-\$12,000	\$amount of restitution-\$12,000	\$amount of restitution-\$12,000

Explanation of key performance measures:

*Overall, contractor affirmative action goals met for 2000, 2001, and 2002. Major projects are tracked separately and require on-site compliance monitoring by a dedicated Compliance Officer. Factors that determine if a dedicated compliance officer is assigned: #of contractors and sub-contractors, complexity of the project, community issues surrounding the project, political issues surrounding the project, and communication strategies required for the project and ability of project to fund the monitoring activities. Examples of major projects are: Heritage Park, and the New Central Library.

**Conciliation is held when a project does not meet goals. An agreement is usually reached when the contractor agrees to link up with a community-based job developer (Urban League, Summit Academy OIC, etc) to hire qualified candidates for future job openings.

***Davis-Bacon Act only applies to projects receiving federal funds. Prevailing wages cover most other projects but are investigated only upon receipt of a complaint.

Service Activity:

Small and Underutilized Business Program.

Description:

Small and Underutilized Business Program (SUBP). Under Minneapolis City Ordinance Chapter 423, It is the purpose of the SUBP to provide opportunities to the Small and Underutilized Business Community, including WBE's and MBE's, for inclusion in the construction of and in support services, including the direct provision of goods and services to the City.

Key Performance Measures for the Service Activity:

Key Performance Measure	2000 Actual	2001 Actual	2002 Actual	2003 Estimated	2004 Projected
\$ of city contracts awarded to certified small and underutilized businesses.(1)	\$16,839,893.	\$88,796,008(4)	\$32,672,522 \$13,826,564(7) \$5,010,385(8)	\$50,000,000 see below(9)	\$70,000,000 see below(10)
Number/percentage of City-sponsored projects meeting SUBP participation goals.(2)	no data available	41	95	130	140
# of certified businesses enrolled in the SUBP program.	796	403	459	497(5)	500
Number of Procurement Fairs, pre-bid meetings, and other related activities the city's goals for SUBP.(3)	approx. 28-six month	30	30	30	30
% of City department's assigning liaison to SUBP	N/A	N/A	40%	50%(6)	100%
# educational seminars for certified businesses.*****	0	0	7	4	4

Explanation of key performance measures:

- (1) SUBP does not currently have the technical system needed for tracking all of the business and how much business Departments do with SWMBE's. We are proposing such accountability in 2004
- (2) Project monitoring/ data tracking system upgraded in mid 2003

(3) Includes pre-bid meetings, Construction Partnering Program, the Central Certification (CERT) Program Executive Committee, community organizations, trades and other association (e.g. Metropolitan Economic Development Association, Minnesota Minority Supplier Development Council, Small and Disadvantaged Business Opportunity Council, Hispanic Chamber of Commerce, Minnesota American Indian Chamber of Commerce) and the Permanent Review committee bi-monthly meetings.

(4) Includes subcontractor awards on Convention Center Expansion Project

(5) Actual as of 6/17/03

(6) Actual as of 6/17/03

(7) Heritage Park combined private and public contracting participation for minority and women business enterprise

(8) New Central Library Project

(New Central Library Project 2003 estimated dollar amount will spend \$38,663,428. Of that, the project goal is contracting participation level of 10% women business enterprise & 12% minority business enterprise

(10) New Central Library Project 2004 projected dollar amount will spend \$47,387,654. Of that, the project goal is contracting participation level of 10% women business enterprise and 12% minority business enterprise.

Service Activity:

Civilian Review Authority*

Description:

Investigate allegation of police misconduct against Minneapolis police officers [e.g. excessive force, inappropriate conduct, inappropriate language, harassment, discrimination in the provision of police services, failure to provide adequate or timely police protection]

Key Performance Measures for the Service Activity:

Key Performance Measure	2000 Actual	2001 Actual	2002 Actual	2003 Estimated	2004 Projected
# of Cases referred to MCCR by MDCR.	40	53	60	65	65
# of Cases closed by MCCR.	27	51	55	60	60
# Days on Docket from referral to closure PC/NPC.*	302.50/188.58	509.23/184.84	389/124.05	365/90	365/90
# of Community outreach activities that Commissioners were involved in.	no data available	4	5	5	5
# of intake inquiries				400	400
# of signed complaints				150	150
# cases resolve through mediation				0	10
N / A					
N / A					
N / A					
N / A					

Explanation of key performance measures:

Service Activity:

Civilian Review Authority Board*

Description:

Maintain an active Civilian Review Authority Board

Key Performance Measures for the Service Activity:

Key Performance Measure	2000 Actual	2001 Actual	2002 Actual	2003 Estimated	2004 Projected
# case hearings				20	80
% of sustained findings**				10%	15%
# of community outreach activities				0	2

Explanation of key performance measures:

* The CRA became a part of MDCR in September 2002. In March 2003 the revisions to Civil Rights and CRA Ordinances was approved by City Council. The CRA Board was not appointed as of June 17, 2003 but is estimated to be in place by August 2003

** In 2002 CRA used an evidentiary hearing process and probable cause or no probable cause was determined. Under the new CRA design findings are senseless or not sustained.

Financial Analysis: (To be completed by the Finance Department)

EXPENDITURES

The Civil Rights department's budget decreased from 2003 adopted budget to the 2004 budget by 15%. The adopted budget includes a decline in CDBG funding from 2003 to 2004 for the department of \$160,000. In 2004, \$80,000 will be reappropriated from prior year balances on a one-time basis. The Council moved \$80,000 of the department's CDBG allocation to a contract with Legal Aid for a Housing Discrimination Law Project.

REVENUE

The department's revenue expectations for 2004 remain at the same levels as in the 2003 adopted budget.

LOCAL GOVERNMENT AID CUTS IN 2003

The significant driver behind the expenditure reduction in the Civil Rights department is the reductions made due to LGA cuts. The department's reductions included elimination of 3.5 positions and reductions to non-personnel, for total savings in 2003 of \$377,000.

**CIVIL RIGHTS
Staffing Information**

	2001	2002 Adopted Budget	2003 Adopted Budget	2004 Adopted Budget	% Change	Change
FTE's by Division						
Civil Rights Admin	7.00	7.00	7.00	7.00	0.00%	-
Complaint Investigation	8.00	8.00	8.00	6.00	-25.00%	(2.00)
Civil Rights Contracts	9.00	9.00	8.50	7.00	-17.65%	(1.50)
Civilian Review Authority	5.00	5.00	4.00	4.00	0.00%	-
Total FTE's	29.00	29.00	27.50	24.00	-12.73%	(3.50)

2003 MDCR Organizational Chart

