

# CIVIL RIGHTS

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## MISSION

The Minneapolis Department of Civil Rights enforces the Minneapolis Code provisions for non-discrimination, police conduct oversight, small and underutilized business program compliance, and prevailing wage compliance. The Department is organized into four divisions: Complaint Investigations, Contract Compliance, Employment Equity and the Office of Police Conduct Review. Although the skills required and the day-to-day work varies significantly across the divisions, all have a common objective - to ensure that wage earners, job seekers, businesses, residents and visitors are afforded dignity, respect and equitable treatment in their interactions with the City.

## BUSINESS LINES

The Civil Rights Department has four business lines: Complaint Investigations, Contract Compliance, Police Conduct Review and Employment Equity.

**The Complaint Investigations Division (CID)** receives, investigates and resolves complaints that allege illegal discrimination according to the Civil Rights Ordinances. Investigations and outreach work is performed by one division director, three investigator/outreach persons and one administrative support person. The investigators meet a performance standard of 60 cases per year, the administrative staff person performs intake on all of the allegations by individuals seeking to file a complaint with the department and provides administrative support to the work unit and the Minneapolis Civil Rights Commission. The division director provides policy expertise and oversight of the work unit.

**The Contract Compliance Division (CCD)** monitors construction employment and training goals, prevailing wage payments, and affirmative action plans for City contractors. Additionally, the CCD investigates complaints alleging a violation of the ordinances it oversees. The CCD also aids prime contractors in successfully executing their "good faith" efforts relating to employment goals. Good faith efforts assistance includes: (a) linking prime contractors to labor sources of minority and women; and, (b) 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) which focuses on inclusion on large procurements (over \$50,000) and external contracting, and the Supplier Diversity Program which focuses on the city's direct purchasing below \$50,000 are programs within the CCD.

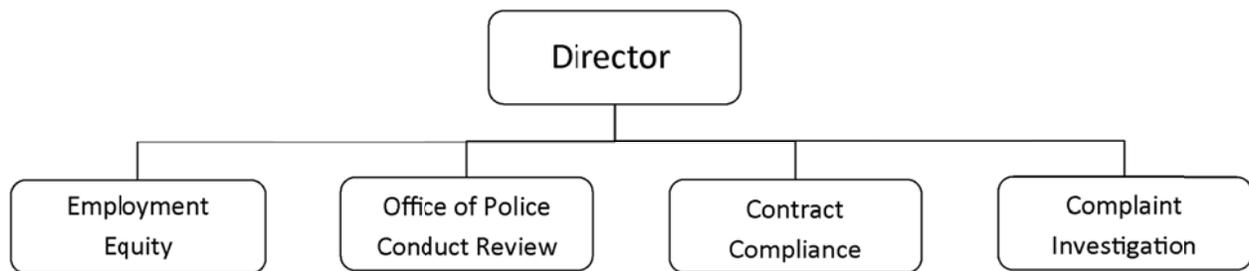
**The Office of Police Conduct Review (OPCR)** handles claims of police misconduct made to the City of Minneapolis. Civilian and police managers at the office decide what course each case takes. Minor offenses may go straight to the officer's supervisor for action. Cases may also go to mediation, where the complainants and officers meet with mediators to resolve the situations. Allegations of more severe misconduct prompt a full investigation, and the heads of the office decide whether a civilian or a police investigator should handle a particular case. OPCR staff in the Civil Rights Department include a division director, two investigators and two professional support staff.

Completed investigations go to the Police Conduct Review Panel, which is made up of two civilians and two sworn officers. The four members make final recommendations on the merits

of the allegations to the Minneapolis Police Chief for action. Additional participation in police misconduct investigations outcomes is guaranteed through the Police Conduct Oversight Commission whose members are resident of Minneapolis appointed by the mayor and city council.

**The Employment Equity Division (EED)** supports and encourages efforts in the city to hire, retain, and promote people of color, as well as, collaborate more intentionally with private, public, and nonprofit partners to close racial disparities in the metropolitan area. EED works to leverage public and private partnerships and resources towards increasing racial equity. The EED Operates within a regional collaboration called *Everybody In*, which consists of public and private sector members working together to eliminate employment disparities. Additionally, the division provides oversight for a youth internship and leadership development program, called *Urban Scholars* that creates a pipeline of qualified and experienced entry-level employees for the public sector. The divisions is also developing a *Racial Equity Assessment Toolkit* to be used for policy-making decisions that affect the public, for preventing institutional racism and for identifying new options to remedy long-standing inequities. The *Toolkit* will be used to assess the equity impacts in hiring, procurement, and community engagement. The work in the division is performed by a director and one administrative support employee.

**ORGANIZATION CHART**



**Many People, One Minneapolis**

**Minneapolis Civil Rights Complaint Investigation Division** General Fund: \$750,044  
 This program neutrally enforces the City’s anti-discrimination laws and policies by investigating complaints of discrimination. Also, through a work sharing agreement with the U.S. Equal Employment Opportunity Commission (EEOC), the City serves as a Fair Employment Practice Agency (FEPA), investigating employment discrimination claims dual-filed and/or cases transferred from the EEOC.

**Department of Civil Rights - Employment Equity Division** General Fund: \$514,246  
 This program support and encourage efforts by all employers to hire, retain, and promote more people of color and continue to collaborate more intentionally with private, public, and nonprofit partners to close racial disparities in the metropolitan area.

## **Jobs & Economic Vitality**

### **Department of Civil Rights - Contract Compliance Division**

General Fund: \$798,536

Other Funds: \$307,600

The Contract Compliance Division increases employment and economic vitality by increasing job opportunities for individuals and economic growth for businesses while reducing racial, gender and economic disparities prevalent in employment and construction contracting with the City of Minneapolis. Department is actively engaged in ensuring compliance with affirmative action and prevailing wage requirements as mandated by city ordinance and policy. This division monitors and ensures compliance in four primary program areas that affect the general fund: Affirmative Action Plans (AAPs), the Small and Underutilized Business Program (SUBP), minority and female employment participation goals, and prevailing wage monitoring.

## **A Safe Place to Call Home**

### **Office of Police Conduct Review**

General Fund: \$793,760

The Office of Police Conduct Review was created to fairly, objectively, and neutrally consider complaints of police misconduct; to make recommendations based on supportive information to promote the adherence to the highest standard of police conduct; and to foster mutual respect between the Minneapolis Police Department and all populations of the city of Minneapolis. The program provides transparency, citizen engagement, and redress related to complaints against Minneapolis Police Department officers.

## **FINANCIAL ANALYSIS**

### **Expenditure**

The department's budget for 2014 is \$3.2M, a 12% increase over 2013 level and reflects additional funding as recommended by the Mayor for 2014.

### **Revenue**

Consistent with the previous years (2012 and 2013), the department's projected revenue for 2014 is \$65,000.

### **Fund Allocation**

A significant majority of the department is funded by the General Fund at 90%. The remaining 10% is funded by special revenues.

### **Mayor's Recommended Budget**

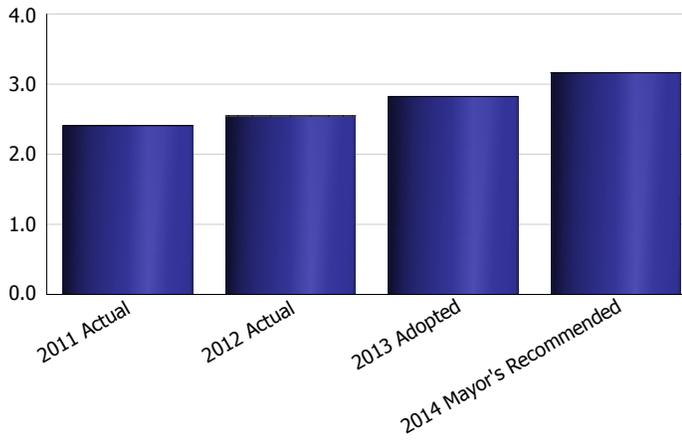
The Mayor recommended an additional \$150,000 in ongoing funding to double the number of participants in the Urban Scholars program as well as another \$25,000 in ongoing funding to provide transcription services during hearings.

**CIVIL RIGHTS  
EXPENSE AND REVENUE INFORMATION**

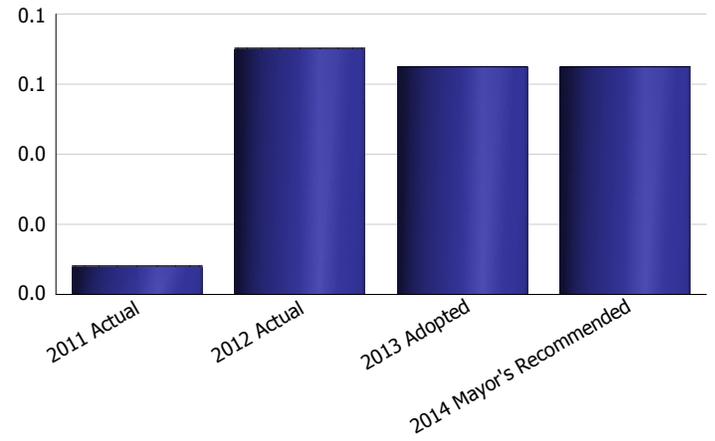
EXPENSE	2011 Actual	2012 Actual	2013 Adopted	2014 Mayor's Recommended	Percent Change	Change
<b>GENERAL</b>						
SALARIES AND WAGES	906,108	965,572	1,140,461	1,208,547	6.0%	68,086
FRINGE BENEFITS	362,843	327,054	457,165	546,098	19.5%	88,933
CONTRACTUAL SERVICES	466,634	487,755	485,232	685,859	41.3%	200,627
OPERATING COSTS	319,911	371,340	379,647	416,082	9.6%	36,435
<b>TOTAL GENERAL</b>	<b>2,055,497</b>	<b>2,151,720</b>	<b>2,462,505</b>	<b>2,856,586</b>	<b>16.0%</b>	<b>394,081</b>
<b>SPECIAL REVENUE</b>						
SALARIES AND WAGES	244,551	268,228	261,533	216,255	-17.3%	(45,278)
FRINGE BENEFITS	103,840	98,693	100,367	91,345	-9.0%	(9,022)
CONTRACTUAL SERVICES	5,556	8,181				0
OPERATING COSTS	364	20,112				0
<b>TOTAL SPECIAL REVENUE</b>	<b>354,312</b>	<b>395,214</b>	<b>361,900</b>	<b>307,600</b>	<b>-15.0%</b>	<b>(54,300)</b>
<b>TOTAL EXPENSE</b>	<b>2,409,809</b>	<b>2,546,934</b>	<b>2,824,405</b>	<b>3,164,186</b>	<b>12.0%</b>	<b>339,781</b>
REVENUE	2011 Actual	2012 Actual	2013 Adopted	2014 Mayor's Recommended	Percent Change	Change
<b>GENERAL</b>						
CHARGES FOR SALES	85	443	0		0.0%	0
OTHER MISC REVENUES	587	40	0		0.0%	0
<b>GENERAL</b>	<b>672</b>	<b>483</b>				<b>0</b>
<b>SPECIAL REVENUE</b>						
CHARGES FOR SERVICES	5,920	5,015	0		0.0%	0
CONTRIBUTIONS	0	4,496	0		0.0%	0
FEDERAL GOVERNMENT	1,498	60,235	65,000	65,000	0.0%	0
<b>SPECIAL REVENUE</b>	<b>7,418</b>	<b>69,745</b>	<b>65,000</b>	<b>65,000</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE</b>	<b>8,090</b>	<b>70,228</b>	<b>65,000</b>	<b>65,000</b>	<b>0</b>	

# CIVIL RIGHTS EXPENSE AND REVENUE INFORMATION

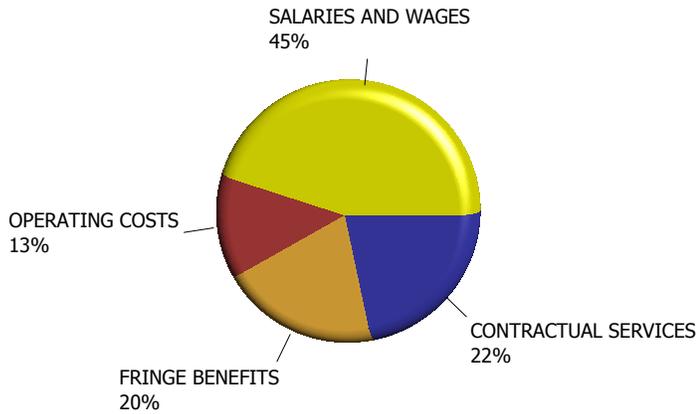
**Expense 2011 - 2014**  
In Millions



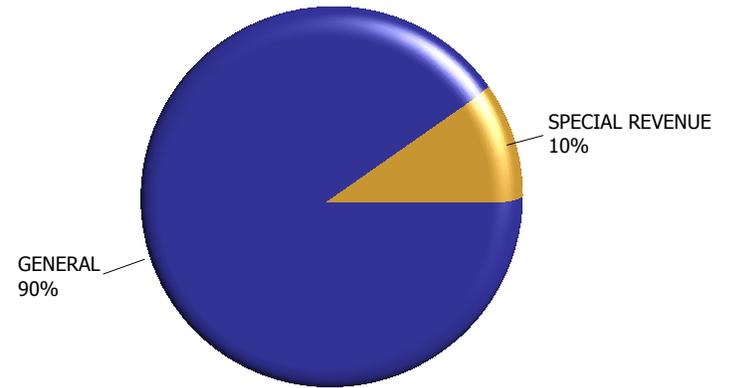
**Revenue 2011 - 2014**  
In Millions



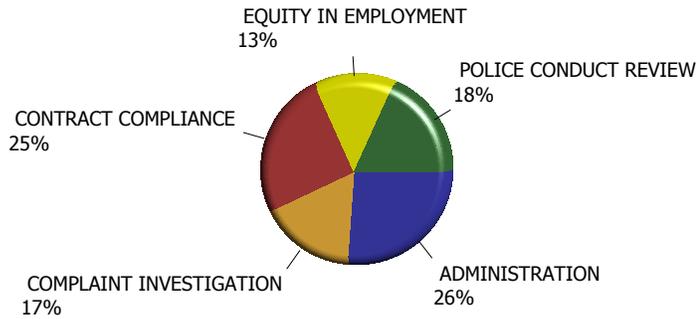
**Expense by Category**



**Expense by Fund**



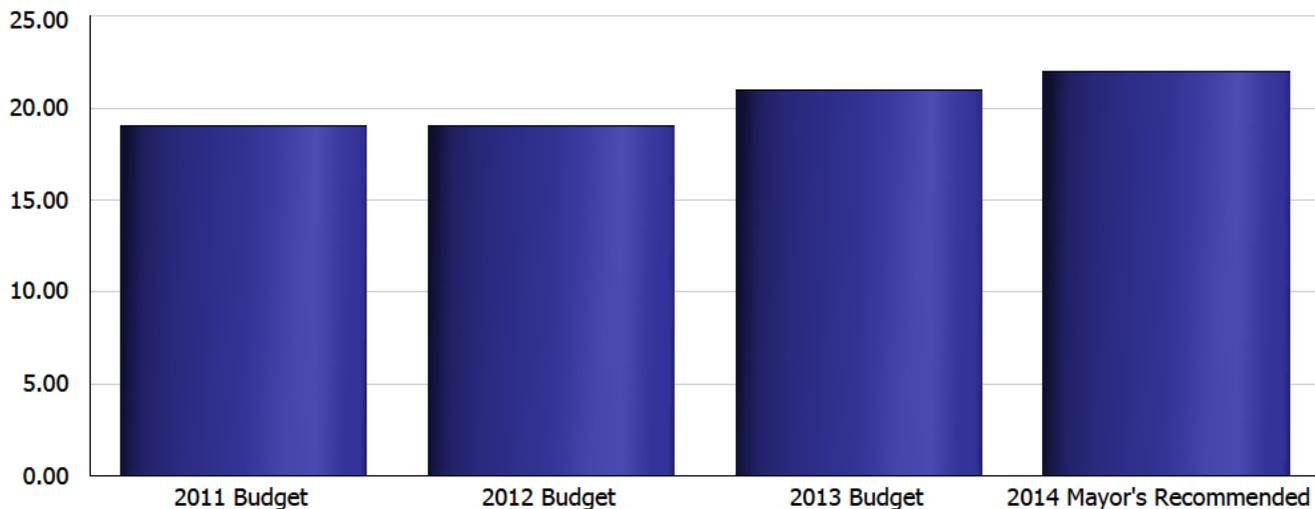
**Expense by Division**



## CIVIL RIGHTS Staffing Information

Division	2011 Budget	2012 Budget	2013 Budget	2014 Mayor's Recommended	% Change	Change
ADMINISTRATION	3.00					0
COMPLAINT INVESTIGATION	4.00	5.60	5.60	5.52	-1.4%	(0.08)
CONTRACT COMPLIANCE	7.00	7.80	7.80	8.74	12.1%	0.94
EQUITY IN EMPLOYMENT			2.00	2.22	11.0%	0.22
POLICE CONDUCT REVIEW	5.00	5.60	5.60	5.52	-1.4%	(0.08)
Overall	19.00	19.00	21.00	22.00	4.8%	1.00

### Positions 2011-2014



### Positions by Divison

