

## FY 2012 - 13 Adopted Budget and Multi-Year Capital Plan

### Human Rights and Fair Employment Practices

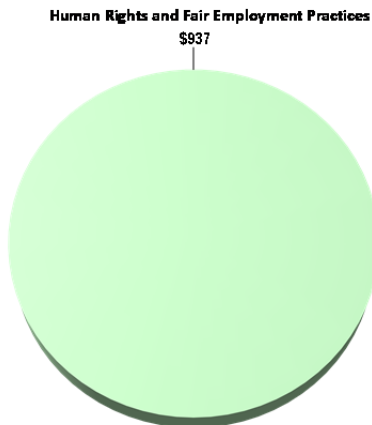
The Office of Human Rights and Fair Employment Practices (OHRFEP) promotes fairness and equal opportunity in employment, housing, public accommodations, credit and financing practices, family leave, and domestic violence leave in accordance with Chapter 11A of the Miami-Dade County Code.

As part of the General Government strategic area, OHRFEP monitors the County's diversity management and fair employment programs and promotes bias-free work environments in Miami-Dade County. OHRFEP develops and implements employment policies and programs that ensure diversity and inclusion, investigates complaints of discrimination, performs fact-finding and mediation conferences, resolves workplace conflicts and develops programs that focus on the creation of supportive and inclusive work environments. Additionally, OHRFEP coordinates the enforcement of the County's anti-discrimination ordinance that prohibits discrimination based on race, color, religion, ancestry, national origin, sex, pregnancy, age, disability, marital status, familial status, sexual orientation or source of income.

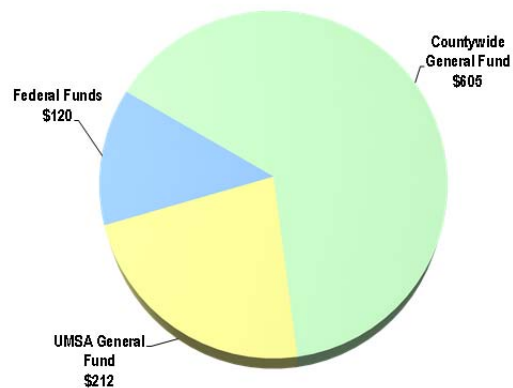
The services provided by OHRFEP are available to all Miami-Dade County citizens, Miami-Dade County government employees and applicants for employment with Miami-Dade County government. OHRFEP works with all County departments, the County Attorney's Office, the U.S. Equal Employment Opportunity Commission (EEOC), and the Florida Commission on Human Relations, and serves as staff to the Miami-Dade Commission on Human Rights.

### FY 2012-13 Adopted Budget

**Expenditures by Activity**  
(dollars in thousands)



**Revenues by Source**  
(dollars in thousands)



## FY 2012 - 13 Adopted Budget and Multi-Year Capital Plan

### TABLE OF ORGANIZATION

#### HUMAN RIGHTS AND FAIR EMPLOYMENT PRACTICES

- Manages and oversees all policies and practices related to equality and discrimination; promotes equal employment policies and practices; investigates complaints of discrimination, and facilitates conflict resolution through mediation; plans and coordinates all functions to enforce the County's Anti-Discrimination Ordinance and provides administrative support to the Commission on Human Rights

FY 11-12  
9

FY 12-13  
9

### FINANCIAL SUMMARY

(dollars in thousands)	Actual FY 09-10	Actual FY 10-11	Budget FY 11-12	Adopted FY 12-13
<b>Revenue Summary</b>				
General Fund Countywide	538	715	558	605
General Fund UMSA	180	238	207	212
CDBG	91	93	0	0
Fees for Services	120	117	135	120
Total Revenues	929	1,163	900	937

#### Operating Expenditures

##### Summary

Salary	751	747	677	734
Fringe Benefits	154	219	174	149
Court Costs	0	0	0	0
Contractual Services	0	0	0	0
Other Operating	-1	33	39	43
Charges for County Services	21	5	8	9
Grants to Outside Organizations	0	0	0	0
Capital	4	0	2	2
Total Operating Expenditures	929	1,004	900	937

#### Non-Operating Expenditures

##### Summary

Transfers	0	0	0	0
Distribution of Funds In Trust	0	0	0	0
Debt Service	0	0	0	0
Depreciation, Amortizations and Depletion	0	0	0	0
Reserve	0	0	0	0
Total Non-Operating Expenditures	0	0	0	0

(dollars in thousands)	Total Funding		Total Positions	
Expenditure By Program	Budget FY 11-12	Adopted FY 12-13	Budget FY 11-12	Adopted FY 12-13
<b>Strategic Area: General Government</b>				
Human Rights and Fair Employment Practices	900	937	9	9
Total Operating Expenditures	900	937	9	9

## FY 2012 - 13 Adopted Budget and Multi-Year Capital Plan

### SELECTED ITEM HIGHLIGHTS AND DETAILS

Line Item Highlights	(dollars in thousands)				
	Actual FY 09-10	Actual FY 10-11	Budget FY 11-12	Actual FY 11-12	Budget FY 12-13
Advertising	0	0	0	0	0
Fuel	0	0	0	0	0
Overtime	0	1	0	0	0
Rent	0	0	0	0	0
Security Services	0	0	0	0	0
Temporary Services	0	0	0	0	0
Travel and Registration	5	3	4	2	2
Utilities	0	0	0	12	9

### DIVISION: HUMAN RIGHTS AND FAIR EMPLOYMENT PRACTICES

The Office of Human Rights and Fair Employment Practices enforces and oversees the County's Anti-Discrimination Ordinance, Affirmative Action Program and fair employment guidelines to ensure equal employment opportunity to all without regard to race, sex, color, national origin, religion, age, disability, ancestry, marital status, pregnancy or familial status and to prevent unlawful discrimination on such basis.

- Provides intake, mediation, and investigative services related to complaints of discrimination
- Contracts with federal agencies to mediate, investigate, and adjudicate complaints of discrimination pursuant to federal legislation
- Conducts educational outreach activities for the public and technical assistance workshops for employers and housing providers
- Provides for an adjudicatory appellate process through administrative hearings
- Provides administrative support to the Commission on Human Rights

### Strategic Objectives - Measures

- GG1-4: Improve relations between communities and governments

Objectives	Measures			FY 09-10	FY 10-11	FY 11-12	FY 11-12	FY 12-13
				Actual	Actual	Budget	Actual	Target
Implement the County's anti-discrimination ordinance and provide residents with a means to have discrimination cases heard and resolved through mediation where appropriate	Cases mediated/conciliated	OP	↔	98	53	50	67	55
	Case investigations completed	OP	↔	320	330	300	218	270
	Cases resolved through successful mediation	OP	↔	77	42	50	52	40
	Cases resolved through Commission on Human Rights Appeal Hearing	OP	↔	10	15	15	21	30

- GG2-3: Ensure an inclusive workforce that reflects diversity

Objectives	Measures			FY 09-10	FY 10-11	FY 11-12	FY 11-12	FY 12-13
				Actual	Actual	Budget	Actual	Target
Ensure timely review of cases	Number of complaints received	IN	↔	319	330	330	500	400
	Percentage of cases reviewed within 30 calendar days	EF	↑	95%	80%	100%	100%	100%

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### ADDITIONAL INFORMATION

- The Department will continue to train employees when needed, on diversity and fair employment practices

### Department Operational Unmet Needs

Description	(dollars in thousands)		Positions
	Startup Costs/ Non Recurring Costs	Recurring Costs	
Fund one Human Rights and Fair Employment Specialist to handle investigations and case resolutions	\$0	\$51	1
<b>Total</b>	<b>\$0</b>	<b>\$51</b>	<b>1</b>