

**FYE2023 BUDGET ACTIVITY NARRATIVE**

<b>FUND:</b> 010 General	<b>DEPARTMENT:</b> 27 Human Rights Commission	<b>ACTIVITY:</b> 2500 Human Rights
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**DEPARTMENT/ACTIVITY DESCRIPTION:**  
 A city with a population of 29,000 or greater, shall maintain an independent local civil rights agency or commission consistent with commission rules adopted pursuant to chapter 17A. An agency or commission for which a staff is provided shall have control over such staff. A city required to maintain a local civil rights agency or commission shall structure and adequately fund the agency or commission in order to effect cooperative undertakings with the Iowa Civil Rights Commission and to aid in effectuating the purposes of this chapter. The City of Waterloo is committed to protecting and promoting the personal dignity of its citizens and insuring their full productive capabilities by providing an effective Human Rights Commission whose purpose is to secure for all individuals within the City of Waterloo, freedom from discrimination because of race, color, religion, creed, sex, sexual orientation, national origin, age, and mental or physical disability in connection with employment, public accommodations, housing, credit, and education; and serve as a source of information to employers, laborers, businesspersons, employees, tenants, and other citizens relative to various civil rights legislation and regulations; and actively assist to prevent and eliminate the effects of discriminatory practices. To further provide for the execution, within the City of Waterloo, of the policies embodied in the Iowa Civil Rights Act of 1965 and in the Federal Civil Rights Act, and to promote cooperation between the City of Waterloo and the State and Federal agencies enforcing those Acts. Reference: Iowa Code 216.19 (Local laws implementing this chapter) and City of Waterloo Code of Ordinances No. 4064,1-3-1995.

**DEPARTMENT/ACTIVITY OBJECTIVES:**  
 Hire an EEOC investigator assistant.  
 Seek an appropriate level of funding to support the Commission's legal services needs (an increased level is needed to timely process cases).  
 Sponsor Human Rights Day Celebration.  
 Collaborate and network to improve race relations, promote diversity appreciation and inclusion, fight discrimination, prevent hate crimes and hate acts.  
 Establish informational reports and documents which educate and inform the Mayor and Council on the Commission's statutory obligations and activities.  
 Develop a reporting system that generates useful informational data.  
 Regularly update the Commission's web page.  
 Continue to seek corporate and grant funds to assist in the implementation and mission of equal rights enforcement and awareness.

**PERSONNEL SUMMARY:**

<b>FULL-TIME EQUIVALENT POSITIONS:</b>	<b>CERTIFIED FYE2020</b>	<b>CERTIFIED FYE2021</b>	<b>CERTIFIED FYE2022</b>	<b>PROPOSED FYE2023 *</b>	<b>PUBLISHED FYE2023</b>	<b>CERTIFIED FYE2023</b>
Director	1	1	1	1		
Human Rights Specialist	1	1	1	1		
Administrative Secretary	1	1	1	1		
<b>TOTAL FULL-TIME EQUIVALENT POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0</b>

\* AT CURRENT FYE22 STAFFING LEVEL

**FYE2023 BUDGET ACTIVITY NARRATIVE**

<b>FUND:</b> 010 General	<b>DEPARTMENT:</b> 27 Human Rights Commission	<b>ACTIVITY:</b> 2505 EEOC Contract
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**DEPARTMENT/ACTIVITY DESCRIPTION:**  
 The City of Waterloo Commission on Human Rights is responsible for the administration and enforcement of the Waterloo Fair Employment Practices Ordinance as interpreted, implemented, explained or otherwise effected by Regulations, Rules, Directives, and/or formal opinions of the State of Iowa Attorney General or Chief Legal Officer of the City of Waterloo, as appropriate. It is further determined that the cited law provides rights, procedures, remedies, and judicial review for alleged discriminatory employment practices that are substantially equivalent to those enforced by US EEOC and the implementing regulations at 29 CFR, 1600-1699. To further provide for the execution, within the City of Waterloo, of the policies embodied in the Iowa Civil Rights Act of 1965 and in the Federal Civil Rights Acts, and to promote cooperation between the city of Waterloo and the State and Federal agencies enforcing those Acts.  
 Reference: Iowa Code 216.19 Local laws implementing this chapter) and City of Waterloo Code of Ordinances, No. 4064, Title 5, Chapter 3, § 5-3-3.

**DEPARTMENT/ACTIVITY OBJECTIVES:**  
 Continue organizing and implementing the Human Rights Training Academy, which is designed to provide education and training for consumers and service providers regarding the Waterloo Human Rights agency, impediments to fair employment practice in the City of Waterloo and the Cedar Valley, and explore recommendations for continued improvement and change.  
 Sponsor at least two Roundtable discussions addressing prohibited employment practices under fair employment practice law and how to file an employment discrimination complaint.  
 Attend the EEOC Annual Conference and participate in EEOC sponsored training, other professional development, and in-service training to learn fair employment enforcement techniques and enhance fair employment practice activities.  
 Continue to meet all EEOC related guidelines and activities.

**PERSONNEL SUMMARY:**

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2020	CERTIFIED FYE2021	CERTIFIED FYE2022	PROPOSED FYE2023 *	PUBLISHED FYE2023	CERTIFIED FYE2023
<b>TOTAL FULL-TIME EQUIVALENT POSITIONS</b>	0	0	0	0	0	0

\* AT CURRENT FYE22 STAFFING LEVEL  
 \*\* USING TEMP SERVICES FOR STAFFING NEEDS

**FYE2023 BUDGET ACTIVITY NARRATIVE**

<b>FUND:</b> 010 General	<b>DEPARTMENT:</b> 27 Human Rights Commission	<b>ACTIVITY:</b> 2510 Housing Enforcement
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**DEPARTMENT/ACTIVITY DESCRIPTION:**  
 The City of Waterloo Commission on Human Rights is responsible for the administration and enforcement of the Waterloo Fair Housing Ordinance as interpreted, implemented, explained or otherwise effected by Regulations, Rules, Directives, and/or formal opinions of the State of Iowa Attorney General or Chief Legal Officer of the City of Waterloo, as appropriate. It is further determined that the cited law provides rights, procedures, remedies, and judicial review for alleged discriminatory housing practices that are substantially equivalent to those provided in the Fair Housing Act (42 U.S.C. 3601-3619) and the implementing regulations at 24 CFR parts 100, 103, and 104. To further provide for the execution, within the City of Waterloo, of the policies embodied in the Iowa Civil Rights Act of 1965 and in the Federal Civil Rights Act, and to promote cooperation between the City of Waterloo and the State and Federal agencies enforcing those Acts. Reference: Iowa Code 216.19 (Local laws implementing this chapter) and City of Waterloo Code of Ordinances No. 4064, Title 5, Chapter 3, Article A.

**DEPARTMENT/ACTIVITY OBJECTIVES:**  
 Continue organizing the Cedar Valley Fair Housing Alliance of agencies and organizations with a similar mission of Affirmatively Furthering Fair Housing. The alliance will coordinate education and training for consumers and service providers regarding the impediments to Fair Housing in the City of Waterloo and the Cedar Valley.  
 Sponsor a fair housing seminar to address housing accessibility and design issues with housing developers, city engineers, and city planners; and to inform about the basic prohibitions under fair housing laws and how to file a fair housing complaint.  
 Attend the HUD Training Academy and/or participate in HUD sponsored training, other authorized professional development, and in-service training to learn fair housing enforcement techniques, improve computer usage skills, and enhance fair housing activities.  
 Purchase needed office equipment and supplies, and complete minor capital improvements.  
 Continue to seek HUD Community Development Block Grant (CDBG) funds for the promotion and implementation of fair housing efforts.  
 Continue to meet all HUD related guidelines and activities.

<b>PERSONNEL SUMMARY:</b>						
<b>FULL-TIME EQUIVALENT POSITIONS:</b>	<b>CERTIFIED FYE2020</b>	<b>CERTIFIED FYE2021</b>	<b>CERTIFIED FYE2022</b>	<b>PROPOSED FYE2023 *</b>	<b>PUBLISHED FYE2023</b>	<b>CERTIFIED FYE2023</b>
<b>TOTAL FULL-TIME EQUIVALENT POSITIONS</b>	0	0	0	0	0	0

\* AT CURRENT FYE22 STAFFING LEVEL

**FYE2023 BUDGET ACTIVITY NARRATIVE**

<b>FUND:</b> 010 General	<b>DEPARTMENT:</b> 27 Human Rights Commission	<b>ACTIVITY:</b> 2520 Human Rights Projects
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**DEPARTMENT/ACTIVITY DESCRIPTION:**  
 Under the City of Waterloo Ordinance No. 4064 Sec. 20-1, the Commission on Human Rights is charged to serve "as a source of information to employers, laborers, businesspersons, employees, tenants, and other citizens relative to various civil rights legislation and regulations; and active assistance to prevent and eliminate the effects of discriminatory practices." We seek to make civil rights compliance and education a meaningful and visible strategy as we work towards the elimination of the effects of discriminatory practices in the City of Waterloo.

**DEPARTMENT/ACTIVITY OBJECTIVES:**

Sponsor community-wide and youth focused study circle sessions as requested.  
 Seek endorsements from elected officials for the Community Response to Hate Crimes Protocol.  
 Network and develop Roundtables to improve race relations, promote diversity appreciation and inclusion, fight discrimination, prevent hate crimes and hate acts, and improve reading literacy and other educational opportunities in collaboration with community institutions and partners.  
 Implement the Commission approved agendas for the current year.

<b>PERSONNEL SUMMARY:</b>						
<b>FULL-TIME EQUIVALENT POSITIONS:</b>	<b>CERTIFIED FYE2020</b>	<b>CERTIFIED FYE2021</b>	<b>CERTIFIED FYE2022</b>	<b>PROPOSED FYE2023 *</b>	<b>PUBLISHED FYE2023</b>	<b>CERTIFIED FYE2023</b>
<b>TOTAL FULL-TIME EQUIVALENT POSITIONS</b>	0	0	0	0	0	0

\* AT CURRENT FYE22 STAFFING LEVEL