



CITY OF PHILADELPHIA

COMMISSION ON HUMAN RELATIONS
The Curtis Center
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SHALIMAR THOMAS
Commission Chairperson

ALBERT RANDY DUQUE, M.A., K.O.R.
Acting Executive Director

COMMISSION ON HUMAN RELATIONS FISCAL YEAR 2022 BUDGET TESTIMONY

INTRODUCTION

President Clarke and Members of City Council, I am Randy Duque, Acting Executive Director. I am pleased to provide testimony on The Philadelphia Commission on Human Relations' Fiscal Year 2022 Operating Budget.

DEPARTMENT MISSION & PLANS

Mission: The Philadelphia Commission on Human Relations (PCHR) is the City's official civil rights agency. PCHR enforces local anti-discrimination laws; investigates discrimination complaints and civil rights violations; resolves community disputes through various conflict intervention methods; and educates the public on their legal rights and responsibilities.

PCHR also staffs the Fair Housing Commission, which is charged with remedying unfair rental practices and addressing unsafe and unhealthy conditions in rental properties through enforcement of the Fair Housing Ordinance.

Plans for Fiscal Year 2022: The Philadelphia Commission on Human Relations (PCHR) plan to accomplish a variety of goals among its divisions. For Community Relations, in FY21 and continuing into FY22, the PCHR will develop online educational materials and launch the PCHR's new website that will include new and updated resources in order to make it easier and more accessible for people to learn about their civil rights and protections; the process of filing; and the ability to submit complaints. Additionally, with the rise of anti-Asian hate, the PCHR will continue developing and implementing programming to address the issue as started in FY20 at the onset of the pandemic and reintroduced in FY21 with the spike of anti-Asian hate. In the Compliance Division (CD), PCHR CD investigators will participate in Re-entry programs pertaining to the Fair Criminal Records Screening Standards Ordinance in conjunction with Re-Entry Coalition's Philadelphia Employment Committee. The investigators will also receive training to properly understand new legislation introduced in FY 21 that the PCHR will enforce. In the Fair Housing Commission, the FHC anticipates accepting over 400 new cases alleging violations of the Fair Housing Ordinance by the end of FY21 which will be investigated and adjudicated as needed into FY22.



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BUDGET SUMMARY & OTHER BUDGET DRIVERS

Please refer to attached FY22 Budget Hearing Summary Charts in section 1: Staff Demographics Summary, section 2: Employment Levels, section 3: Financial Summary by Class, section 6: Participation Rate and Goal.



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PROPOSED BUDGET OVERVIEW

Proposed Funding Request:

The proposed Fiscal Year 2022 General Fund budget totals \$2,387,728, a DECREASE of \$35,245 over Fiscal Year 2021 estimated obligation levels. This DECREASE is primarily due to reduced employee compensation/salary allocation as one position will be transferred to the Law Department for funding of salaries.

The proposed budget includes:

- \$2,325,040 in Class 100, A \$35,245 DECREASE OVER FY21. This funding will pay for the salaries of employees.
- \$34,657 in Class 200, LEVEL WITH FY21. This funding will continue funding services that the agency uses, such as, translation and interpretation; professional training; transportation; and software costs.
- \$28,031 in Class 300/400, LEVEL WITH FY21. This funding will continue funding materials and supplies, such as office equipment, materials, and supplies.



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STAFFING LEVELS

The department is requesting 37 budgeted positions for FY22, an increase of 4 positions over FY21.

The INCREASE is attributed to filling in vacant positions that were budgeted in FY21.

NEW HIRES

Please refer to attached FY22 Budget Hearing Summary Charts in section 8: New Hires Information.






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PERFORMANCE, CHALLENGES, AND INITIATIVES

Measure	 FY20 ACTUAL	 FY21 TARGET	 FY22 TARGET
Discrimination cases investigated	163	150	150
Ban the Box cases investigated	16	50	50
Neighbor disputes investigated	280	350	300
Intergroup conflict cases investigated	84	70	75
Prevention/education activities	302	200	225
Fair Housing Commission number of cases	310	450	375
Brief Service* - Discrimination	66	195	120
Brief Service*- Community Relations	85	300	175
Brief Service- Fair Housing Commission	460	1,000	650

* Brief services refer to services relating to different units within PCHR that do not require opening a case, such as, referring a person to a more appropriate agency or answering questions about services.

Program FY22 Strategic Goals

Community Relations - In FY21 and continuing into FY22, the PCHR will develop online educational materials and launch the PCHR's new website that will include new and updated resources in order to make it easier and more accessible for people to learn about their civil rights and protections; the process of filing; and the ability to submit complaints.

Compliance Division - PCHR CD investigators will participate in Re-entry programs pertaining to the Fair Criminal Records Screening Standards Ordinance in conjunction with Re-Entry Coalition's Philadelphia Employment Committee.

Fair Housing - By the end of FY21, the FHC anticipates accepting over 400 new cases alleging violations of the Fair Housing Ordinance which will be investigated and adjudicated as needed into FY22.



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OTHER BUDGETARY IMPACTS

Federal and State (Where Applicable)

The PCHR has a work-sharing agreement with the federal Equal Employment Opportunity Commission (EEOC). Under its EEOC contract, the PCHR receives \$700 for each dual-filed discrimination case it investigates and closes. All revenue goes to the General Fund. In federal fiscal year (FFY) 20, the PCHR closed 163 cases generating \$114,100 from the EEOC for the cases and outreach activities. The PCHR's contract for federal FFY21 is 130 cases. Based on mid-fiscal year projections, the PCHR will exceed that amount and will request an upward modification of its contract from the EEOC. If the EEOC reduces its contracts with its state and local partners, the PCHR will bring in less revenue in FY22.



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CONTRACTING EXPERIENCE

Please refer to attached FY22 Budget Hearing Summary Charts in section 4: Contracts Summary.



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EMPLOYEE DATA

Please refer to attached FY22 Budget Hearing Summary Charts in section 7: Staff Demographics.



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LANGUAGE ACCESS

- 1. Provide the name of your language access coordinator, the date of your last department training, and a link to the posting of your language access plan.**

Monica Gonzalez is our language access coordinator. PCHR last received a department training prior to the pandemic and will request a refresher training by the Office of Immigrant Affairs (OIA). The language access plan can be found here:

<https://www.phila.gov/media/20170602143331/Philadelphia-Commission-on-Human-Relations-LAP-2017.pdf>

- 2. Breakdown new hires and existing staff by race and language. Breakdown how many front-line personnel are trained to provide language access services.**

There are currently 32 existing staff: 13 are Black/African American; 3 are Asian (of which 1 is bi-lingual khmer and the 1 is bi-lingual Mandarin Chinese); 8 are Hispanic/Latino (and all bi-lingual Spanish); 6 are White; and 2 identified as “other” in which 1 is bi-lingual Spanish. All staff are trained to provide language access services whether as bi-lingual staff or utilizing language access.

- 3. How many requests for language access services did your department receive in the past year? How many language access services were delivered by staff? Breakdown language access services provided, by language, including but not limited to the language line, translation of public notices and documents, website language services, and advertisement/publication services.**

Unfortunately our database does not accurately get that granular to discern a specific number for language access services. However, all bi-lingual staff have provided service in their non-English second language in FY21. Also due to the rise in anti-Asian hate in FY21, other outreach material (e.g. bus shelter ad codeveloped with OIA) on how to report hate was developed and translated into Simplified Chinese, Vietnamese, Khmer, Korean, and Indonesian.

- 4. Explain what your department has done to improve language access services over the past year.**

While we have not hired new bi-lingual staff in FY21, we plan to fill our vacant Community Relations line staff position with an Arabic speaker. We have translated more documents in multiple languages and continue to hold hearings with interpretation and translation services, whenever needed.



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CLIMATE CHANGE

1. How has climate change affected your department's provision of services?

It has not directly impacted our department. However, our Community Relations Division deals with neighbor disputes, and we know more people get in arguments when they are outside during the hot weather. Also, our Fair Housing Commission deals with unfair rental practices, and we handle cases where the landlord does not complete necessary repairs for inclement weather (i.e. roof repairs during the rain, air conditioner repairs during the summer). Finally, as the agency charged with enforcing the anti-discrimination laws, we support efforts to ensure that all City services are provided to each community in an equitable manner. (i.e. Office of Sustainability's Heat Index).

2. How might worsening climate change increase costs and demands for your department?

I believe that it may increase our workload based on the reasons provided above.

3. How does your department intend to mitigate and adapt to climate change?

We can help educate the public when doing outreach.

1. Staff Demographics Summary

Staff Demographics Summary (as of December 2020)				
	Total	Minority	White	Female
Number of Full-Time Staff	32	26	6	24
Number of Exempt Staff	2	0	2	2
Number of Executive Staff (deputy level and above)	3	2	1	2
Average Salary, Full-Time Staff	\$67,417	\$62,444	\$88,970	\$66,784
Average Salary, Exempt Staff	\$106,364	N/A	\$106,364	\$106,364
Average Salary, Executive Staff	\$108,749	\$102,110	\$122,028	\$112,069
Median Salary, Full-Time Staff	\$68,619	\$63,662	\$89,241	\$68,619
Median Salary, Exempt Staff	\$106,364	N/A	\$106,364	\$106,364
Median Salary, Executive Staff	\$102,110	\$102,110	\$122,028	\$112,069

2. Employment Levels

Employment Levels (as of December 2020)		
	Budgeted	Filled
Number of Full-Time Positions	33	32
Number of Part-Time Positions	0	0
Number of Exempt Positions	2	2
Number of Executive Positions (deputy level and above)	3	3
Average Salary of All Full-Time Positions	\$66,604	\$67,417
Median Salary of All Full-Time Positions	\$68,619	\$68,619

3. Financial Summary by Class

Some departments may also want to provide financial summary tables for other funds, such as the Grants Fund. Departments should delete any budget lines that have \$0 in every year (i.e. if a department has no Class 500 appropriations, actuals, or proposed appropriations, the Class 500 row should be deleted).

General Fund Financial Summary by Class						
	FY20 Original Appropriations	FY20 Actual Obligations	FY21 Original Appropriations	FY21 Estimated Obligations	FY22 Proposed Appropriations	Difference: FY22-FY21
Class 100 - Employee Compensation	\$2,323,714	\$2,286,672	\$2,360,285	\$2,360,285	\$2,325,040	(\$35,245)
Class 200 - Purchase of Services	\$34,657	\$24,037	\$34,657	\$34,657	\$34,657	\$0
Class 300/400 - Materials, Supplies & Equipment	\$28,031	\$21,991	\$28,031	\$28,031	\$28,031	\$0
	\$2,386,402	\$2,332,700	\$2,422,973	\$2,422,973	\$2,387,728	(\$35,245)

4. Contracts Summary

PCHR uses citywide contracts only.

5. Performance Measures Table

Please refer to the FY22 Budget Testimony narrative for Performance Measure data.

6. Participation Rate and Goal

The Contract Participation Goal table is for all contracts (Public Works, SS&E, and Professional Services, combined).

Contracts Summary (Professional Services only):N/A

Total M/W/DSBE Contract Participation Goal (Public Works; Services, Supplies & Equipment; and Professional Services combined): N/A

7. Staff Demographics

Biracial employees should be included under "Other."

Staff Demographics (as of December 2020)					
Full-Time Staff			Executive Staff		
	Male	Female		Male	Female
	African-American	African-American		African-American	African-American
<i>Total</i>	1	11	<i>Total</i>	0	1
<i>% of Total</i>	3%	38%	<i>% of Total</i>	0%	33%
<i>Average Salary</i>	\$60,985	\$65,363	<i>Average Salary</i>	\$0	\$102,110
<i>Median Salary</i>	\$60,985	\$68,619	<i>Median Salary</i>	\$0	\$102,110
	White	White		White	White
<i>Total</i>	2	3	<i>Total</i>	0	1
<i>% of Total</i>	7%	10%	<i>% of Total</i>	0%	33%
<i>Average Salary</i>	\$89,241	\$77,769	<i>Average Salary</i>	\$0	\$122,028
<i>Median Salary</i>	\$89,241	\$89,241	<i>Median Salary</i>	\$0	\$122,028
	Hispanic	Hispanic		Hispanic	Hispanic
<i>Total</i>	2	6	<i>Total</i>	0	0
<i>% of Total</i>	7%	21%	<i>% of Total</i>	0%	0%
<i>Average Salary</i>	\$52,399	\$52,846	<i>Average Salary</i>	\$0	\$0
<i>Median Salary</i>	\$52,399	\$48,039	<i>Median Salary</i>	\$0	\$0
	Asian	Asian		Asian	Asian
<i>Total</i>	1	1	<i>Total</i>	1	0
<i>% of Total</i>	3%	3%	<i>% of Total</i>	33%	0%
<i>Average Salary</i>	\$68,619	\$53,368	<i>Average Salary</i>	\$102,110	\$0
<i>Median Salary</i>	\$68,619	\$53,368	<i>Median Salary</i>	\$102,110	\$0
	Other	Other		Other	Other
<i>Total</i>	1	1	<i>Total</i>	0	0
<i>% of Total</i>	3%	3%	<i>% of Total</i>	0%	0%
<i>Average Salary</i>	\$44,289	\$57,182	<i>Average Salary</i>	\$0	\$0
<i>Median Salary</i>	\$44,289	\$57,182	<i>Median Salary</i>	\$0	\$0
	Bilingual	Bilingual		Bilingual	Bilingual
<i>Total</i>	3	8	<i>Total</i>	0	0
<i>% of Total</i>	10%	28%	<i>% of Total</i>	0%	0%
<i>Average Salary</i>	\$56,220	\$53,298	<i>Average Salary</i>	\$0	\$0
<i>Median Salary</i>	\$64,811	\$51,101	<i>Median Salary</i>	\$0	\$0
	Male	Female		Male	Female
<i>Total</i>	7	22	<i>Total</i>	1	2
<i>% of Total</i>	24%	76%	<i>% of Total</i>	33%	67%
<i>Average Salary</i>	\$64,631	\$62,668	<i>Average Salary</i>	\$102,110	\$112,069
<i>Median Salary</i>	\$64,811	\$65,566	<i>Median Salary</i>	\$102,110	\$112,069

Detail for non-binary employees, if applicable: N/A

8. New Hire Information/Language Access

Date range is 7/1/20 to December 2020 increment run. Detail for any hires since then can be added in the text box below the table.

New Hires (from 7/1/2020 to December 2020): N/A

Detail for new hires since December 2020, if applicable: N/A

All Staff		
	English	Bilingual
Black or African American	13	0
Asian	3	2
Hispanic or Latino	8	8
White	6	0
Other	2	1
Total	32	11

Frontline Staff: N/A