

**LAW DEPARTMENT
FISCAL YEAR 2023 BUDGET TESTIMONY
APRIL 26, 2022**

INTRODUCTION

Good Afternoon, Council President Clarke and Members of City Council. I am Diana Cortes, City Solicitor. Joining me today are Craig Straw, First Deputy City Solicitor, David Torres, Director of Administration, Renee Garcia, Chair of Litigation, Valerie Robinson, Corporate Chair, Nicolette Burgess- Bolden, Chair, Social Services and Andrew Richman, Chief of Staff. I am pleased to provide testimony on Law Department's Fiscal Year 2023 Operating Budget on behalf of the attorneys and professional staff who have dedicated their professional careers to public service and particularly service the city in which they reside and love. We have the esteemed honor and pleasure of serving all of you and our City stakeholders in equitably and creatively resolving and addressing some of the City's pervasive legal issues.

The Mayor's proposed General Fund budget of \$21,477,730 supports some of our most critical needs and initiatives related to diversity, equity, and inclusion, public policy litigation, COVID-19 response, risk mitigation, and more. The FY23 budget includes an increase of \$1,566,242 to Class 100, which represents partial consolidation of the salaries of Law Department attorneys funded by DBHIDS, provides for merit, equity, and parity increases, sustains the newly created overturned conviction unit, and adds funding for new staff within the Commercial Law Unit to support contractual and legal work specific to the Infrastructure Investment and Jobs Act. Also included is a reduction from Class 200 in the amount of \$2,066,512, due to the non-recurring funds included in the proposed FY22 midyear transfer ordinance.

DEPARTMENT MISSION & PLANS

Mission: The City of Philadelphia Law Department acts as general counsel for the entire City government. The Law Department provides legal advice to all City officials, employees, departments, agencies, boards, and commissions concerning any matter related to the exercise of their official powers within the scope of their employment. Among other responsibilities, the Law Department: represents the City and its employees in all litigation matters; negotiates, drafts, and approves City contracts and real estate leases; civilly prosecutes individuals for code, health, and tax violations and collects unpaid taxes, fines, and other debts; provides counsel to the City on a wide range of regulatory law, privacy law, and compliance matters; represents the City in social services matters, including child welfare and health matters; and prepares and advises on legislation for introduction by City Council.

Plans for Fiscal Year 2023:

Diversity, Equity & Inclusion ("DEI"): Law remains committed to DEI through our hiring, development and retention processes. Law begins by ensuring that every job description reflects our commitment to DEI. Next, Law ensures that diverse candidates are part of the applicant pool and having diverse resume review, interview and hiring panels. In addition, Law requires each interview panel to ask a set of DEI questions of all candidates. For FY23, Law will be implementing a DEI assessment section in our annual performance evaluations. Law's increased diversity reflects our efforts to recruit, retain and advance diverse talent.

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Law's Director of Professional Development/Diversity, Equity & Inclusion will continue to expand outreach efforts with law schools, minority-based affinity groups, and national diversity pipeline programs to fill vacant positions. These community partnerships will also provide managerial and developmental training opportunities for existing staff. In addition, Law will continue to coordinate training programs for each of the Law Department's Practice Groups and department-wide training on DEI topics.

In June of 2020, Law began participating in the Diversity Lab's Mansfield Rule Legal Department Edition 2.0, a national two-year certification process recognizing Law's commitment to DEI efforts. As part of the certification process, Law is required to consider at least 50% historically underrepresented attorneys for at least 70% of all of our vacant positions. Law has exceeded the requirements for this certification process by requiring that at least 50% historically underrepresented attorneys be considered for all of our vacant positions, with an emphasis on racial diversity.

Law will also continue to work to increase contracting with M/W/DSBE firms and will continue its practice of encouraging firms who do not qualify as M/W/DSBE to assign minority partners and associates to City contracts through its outside counsel policy.

Public Policy Litigation: Law will continue to emphasize the use of litigation to support initiatives of City officials, departments, and agencies, while combatting unlawful conduct that significantly threatens the City's legal and financial interests and public health and safety. During the upcoming year, we will continue work on the following litigation, which are only meant to be examples reflective of our efforts:

Opioid Epidemic: The City's lawsuits against manufacturers, distributors, and pharmacy dispensaries of prescription opioids for causing and fueling the opioid epidemic continue. National settlement for four of the companies, AmerisourceBergen, Cardinal Health, McKesson, and Johnson & Johnson (Janesen), are in the process of being finalized and will result in payments to the City over 18 years as well as injunctive relief. The City's cases against other defendants will continue. Law continues to be active in ensuring that the City's voices are adequately represented and heard through litigation and in settlement discussions with opioid manufacturers and distributors, as well as in discussions relating to the liability of Purdue and the Sackler family.

Lost and Stolen Ordinance Litigation: The City continues to aggressively defend the City's Lost and Stolen ordinance despite a setback in Commonwealth Court. On March 16th, the City filed a Petition for Allowance of Appeal with the Pennsylvania Supreme Court. Several municipalities across the Commonwealth filed amici briefs supporting Philadelphia.

Short Dumping: Law has been integral in providing advice and counsel to operational departments on how to start a civil prosecution program against short-dumpers. In addition to drafting appropriate notices for the operational departments to use, Law has provided extensive training on how to document evidence, write effective notices, and what to expect in court. Law also provided advice and counsel on how to strengthen existing legislation to ensure short dumpers experienced strong consequences as a result of their behavior. In the coming fiscal year, this foundational work is anticipated to lead to strong civil prosecutions against short dumpers who are negatively impacting the quality of life in our neighborhoods. Law and respective operational departments will also collaborate with DAO on addressing this plague on quality of life.

Firearms Preemption Litigation: The City, along with the Ceasefire Pennsylvania Education Fund, and residents who have lost family members to gun violence filed a lawsuit in Commonwealth Court that takes aim at the Firearm Preemption Laws in Pennsylvania which block cities from enacting their own common-

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sense guns laws. Respondents filed preliminary objections, which were briefed and argued before the Commonwealth Court in June 2021.

JUUL Litigation: The City filed a lawsuit against JUUL Labs, Inc. for the company's role in cultivating and fostering an e-cigarette epidemic among youth in Philadelphia. The lawsuit alleges causes of action of public nuisance, negligence, and products liability, and seeks injunctive relief and abatement remedies to combat the e-cigarette epidemic, which has severely impacted the City and its youth. The City is also seeking compensatory damages to provide relief from financial losses as a result of the epidemic. Motions to dismiss filed by defendants were denied in December 2021 and the coordinated cases are in the process of determining bellwether plaintiffs and beginning discovery. While it is unlikely that Philadelphia's case will be selected as a bellwether, Law continues to monitor.

COVID-19 Response: The Law Department ("Law") will continue to provide legal advice, guidance, assistance and leadership in matters related to the COVID-19 pandemic. Law will continue to work with City departments and officials to draft and comment on regulations, guidance documents and employment-related protocols. In addition, Law will continue to work with City departments and officials to draft, negotiate and implement necessary contracts to ensure the appropriate levels of response to this pandemic and vaccination efforts. Further, Law will provide advice and counsel to City departments and officials as the City continues to navigate recovery-related activities. With the increase in remote work and virtual meetings and hearings, Law also will continue providing advice and guidance to OIT and other HIPAA covered departments on data and security related issues, breaches and/or exposure of data for non-HIPAA departments. Lastly, Law, while mainly working remotely, has been extremely effective and successful at meeting the demands of clients and courts and we are exploring additional ways to continue to provide the same high-quality services via technology upgrades.

Risk Mitigation: Law will continue exploring the use of risk-reduction strategies through increased counseling of clients, analysis of data, and employing after-action reviews of high-exposure matters in our Civil Rights, Labor and Employment, Affirmative and Special Litigation and Tort Litigation Units.

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BUDGET SUMMARY & OTHER BUDGET DRIVERS

Please refer to attached FY23 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 2023 General Fund budget totals \$21,477,730, a decrease of \$394,270 over Fiscal Year 2022 estimated obligation levels. This decrease is primarily due to a reduction in the Law Department's Class 200 allocation.

The proposed budget includes:

- \$15,307,139 in Class 100, a \$1,566,242 increase from FY22. This funding partially consolidates the salaries of Law Department attorneys funded by DBHIDS, provides for partial merit, equity, and parity increases, and provides for additional staff within the Commercial Law Unit to support contractual and legal work specific to the Infrastructure Investment and Jobs Act.
- \$5,979,915 in Class 200, a \$2,066,512 decrease from FY22. This funding reduction is largely due to a one-time increase of \$2.6 million proposed for a mid-year transfer during FY22.
- \$190,676 in Class 300/400, a \$6,000 increase from FY22. This funding supports the Commercial Law Unit to support contractual and legal work specific to the Infrastructure Investment and Jobs Act.

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STAFFING LEVELS

The department is requesting 255 budgeted positions for FY23, an increase of 25 positions over FY22.

The increase is attributed to the consolidation of Law Department attorneys currently funded by other City agencies, and additional staff within the Commercial Law Unit to support contractual and legal work specific to the Infrastructure Investment and Jobs Act.

NEW HIRES

Please refer to attached FY23 Budget Hearing Summary Charts in section 8: New Hires Information.

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PERFORMANCE, CHALLENGES, AND INITIATIVES

EXECUTIVE AND ADMINISTRATIVE RESOURCES

Performance Measure	FY21 Year-End	FY22 Target	FY23 Target
M/W/DSBE participation in Law contracts ¹	63%	37%	50%

¹This is an annual measure, and it is tabulated at year-end. Contracts are conformed throughout the year, and the rate may vary across quarters, depending on the value of contracts conformed to date. Targets are determined in coordination with the Office of Economic Opportunity (OEO) for this measure.

Program FY23 Strategic Goals

- Participate in the Mansfield Rule Legal Department Edition 2.0. Law will continue to consider at least 50% historically underrepresented lawyers for external hiring, internal transitions, promotions, and engaging outside counsel. As part of the hiring process, Law assigns a diverse panel of staff to review resumes, conduct interviews with a set of DEI questions, and make hiring recommendations.
- Work to increase contracting with Minority, Women, Disabled Owned Business Support (MWDSBE) firms and continue encouraging firms who do not qualify as MWDSBE to assign minority/women/disabled partners and associates to City contracts through its outside counsel policy, which counts the work of these minority partners and associates similarly to an M/DSBE firm as long as the attorneys are an origination partner, billing partner, lead counsel, managing partner, or relationship partner.
- To measure the effectiveness of cultural competency work, Law will be incorporating DEI assessments on FY23 performance evaluations.
- Strengthen national legal diversity pipelines by partnering with programs that promote and sustain diverse law students.

CORPORATE AND TAX

Performance Measure	FY21 Year-End	FY22 Target	FY23 Target
Median time for contracts law draft approve as to form (in days) ¹	8	6	6

¹“Law draft” contracts are professional services contracts drafted by Law Department staff, as opposed to legal staff within other City departments. “Approval as to Form” is the step in the conformance process where a Law Department attorney, pursuant to Section 8-200(2)(d) of the Home Rule Charter, signs off on the contract as meeting all City requirements.

Program FY23 Strategic Goals

- In partnership with the Department of Revenue, the Tax and Revenue Unit will continue to expand its consolidated action program, its landlord U&O lien project and its water sequestration

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project because all three have proven effective collection tools with minimal impact on vulnerable Philadelphians. PRISM, Revenue’s new tax system of record, should allow us to target appropriate cases more easily for enforcement, including for those programs.

- The Commercial Law Unit will continue to work with the Office of the Chief Administrative Officer (CAO) on efficiency improvements to the City’s contracting process. This includes updating the City’s standardized contract templates and working with the CAO on the creation of new procedures to implement changes to the Home Rule Charter and Philadelphia Code, such as the revisions to 8-200 of the Charter designed to increase M/WBE and local business participation in City contracts.
- The Real Estate & Development Unit, along with outside counsel, will also continue to advise clients through the closeout of the redevelopment of the former Gallery Mall (now the Fashion District of Philadelphia).

LEGISLATION

Performance Measure	FY21 Year-End	FY22 Target	FY23 Target
Percent of Pennsylvania Right-to-Know (RTK) requests requiring processing for which initial response is provided within 5 business days of receipt of request	99%	99%	99%

Program FY23 Strategic Goals

- Continue cross-training of legislative attorneys in additional subject matter areas.
- Provide internal training in the Law Department on issues such as “The Legislative Process,” (i.e., reading bills, the hearings process, bill amendments and the Solicitor’s role in signing Council bills). Work with Administration and Council to continue to make sure staff know about the services Law provides and the availability to help.
- Resume efforts to bring publication of prior Solicitor’s Opinions more up to date.
- Establish system for centralization of tracking and distribution of third-party subpoenas (i.e., in cases where the City is not a party, but a subpoena is served on the City seeking City records). Continue to build and maintain the digital resource library for RTK work, which houses training materials, templates, and policies used regularly by the team.
- Continue to optimize the RTK case management system, including calendaring/ monitoring deadlines and trends. This includes performing regular reporting and data auditing to identify trends, spot process issues, and to capture accurate and measurable analytics. Continue to build and maintain standard response template system created in the case management system in FY21. Offer case management access and training to additional Departments who may want to monitor cases and utilize template responses

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LITIGATION

Performance Measure	FY21 Year-End	FY22 Target	FY23 Target
Claims Percent Cost to Risk Assessment ¹	71.7%	77.3%	77.0%
Civil Rights Motion to Dismiss Wins ²	19	42	42
Labor and Employment Motion to Dismiss Wins	4	5	5

¹This is an annual measure, meaning that data will be available at year-end. “Percent Cost to Risk Assessment” reflects the percentage of cases that resolved for less than the amount of reserve that was placed on the files. Risk assessment is the estimate of costs based on legal liability, available defenses and the claimed damages.

²This is an annual measure, meaning that data will be available at year-end. The number only captures fully-dispositive motions, and excludes the number of motions that are granted in part and that, as a result of that outcome, substantially lessen the litigation exposure of the City.

Program FY23 Strategic Goals

- Continue to identify affirmative litigation opportunities to further City’s climate change initiative, combat systemic public nuisances or harmful, legally-suspect policies of the state or federal government which threaten public welfare, health, or safety.
- Continue to minimize outside counsel fees by limiting their contracting to conflicts and specialized expertise.
- Continue to defend against any, and all, filed lawsuits, while working with clients to reduce systemic risk.
- Continue to assist the City Commissioners working to expand language access in elections, navigating the changing needs of the electorate, and combating frivolous allegations of malfeasance or incompetence coming from state legislators.
- With the addition of three attorneys and two staff members, build out a Civil Rights team dedicated to the strategic litigation of overturned conviction matters, which pose a significant threat to the indemnities fund.

SOCIAL SERVICES

Performance Measure	FY21 Year-End	FY22 Target	FY23 Target
Average caseload per lawyer ¹	135	120	120
Child welfare: permanency rate ²	21.5%	≥ 24%	≥ 24%

¹The long-term goal is to get below 100.

²This measure is calculated by DHS. This outcome is cumulative, meaning that the first quarter percentage appears lower than the ensuing quarters' percentages. It takes into account all activity for the entire fiscal year up to the last day of the reported quarter. DHS calculates the rate by dividing the number of children in placement during the year

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to date who achieved permanency by the total number of children in dependent placement during the year. In the calculation, DHS excludes children in care for fewer than eight days.

Program FY23 Strategic Goals

- The CWU will work to reduce the number of children in DHS custody by continuing to increase the number of permanencies through reunification of children with their parents, adoption, or other forms of custodianship.
- Continue to provide effective legal representation for DBHIDS in mental health proceedings and on behalf of DPH in lead court proceedings.
- Assist the First Judicial District in its initiative to select additional mental health court sites to better serve the individuals in need of involuntary mental health treatment.
- The HPU will continue to provide privacy advice and counsel to support City initiatives focusing on public health responses to COVID-19, the opioid epidemic, criminal justice reform, and gun violence reduction.
- The HPU will continue to support the Office of Innovation and Technology in its ongoing efforts to assess security needs and implement safeguards that ensure the City is appropriately protecting confidential information.

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OTHER BUDGETARY IMPACTS

Federal and State (Where Applicable)

N/A

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CONTRACTING EXPERIENCE

Please refer to attached FY23 Budget Hearing Summary Charts in section 4: Contracts Summary.

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EMPLOYEE DATA

Please refer to attached FY23 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.**

Language Access Coordinator: Tianna K. Kalogerakis, Director of Professional Development, Diversity, Equity and Inclusion.

Last department-wide language access training: prior to COVID-19 pandemic. Link to the posting of Law's language access plan:

<https://www.phila.gov/media/20161223115811/Scanned-and-Redacted-Law-Department-LA-Plan.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.**

This information is based on self-reporting. Any races or languages omitted here reflect a lack of responses indicating identification with that group.

- Asian –17
- Black or African American – 82
- Hispanic or Latino-18
- Two or more races-8
- White-187
- Spanish language-17
- Portuguese-2
- Farsi-1
- French-4
- German-3
- Polish-1
- Mandarin-2
- Greek-1
- Arabic-1
- Tagalog-2
- Vietnamese-1

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- Korean-2
- Italian-1
- Bambara-1

As non-public facing department, Law has 5 or more “front-line personnel” who are trained to provide language access services.

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.

Language access services requests in the past year:

- Translation of public notices – Chinese, French, Haitian Creole, Russian, Spanish, and Vietnamese;
- Translation of confidential documents- Portuguese; Spanish
- Interpretation- French (1), Spanish (9), and Korean (2)

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

Over the past year, the Law Department has started to revise its Language Access Plan to update how services are provided, with an eye to reflect how processes changed with the newer technologies available to employees (i.e., Microsoft Teams, Zoom). Additionally, the Language Access Coordinator has been in consistent communication with the Language Access Program Manager to discuss how to refine the request process for Language Access from Law as well as discuss how to earlier identify when the public may need language access services. Because Law provides services to client departments and the City’s interaction with the public user would be initiated by the client department before they interact with Law (which may, for instance, initiate an enforcement pursuant to client department instruction), it is important to identify what efforts are being made to provide language access before the public user ends up in an enforcement posture with Law particularly where court involvement may have a disproportionately negative impact for lower income communities or communities of color. Law convened a working group to review the processes for certain department clients.

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CLIMATE CHANGE

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

No.

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

The Regulatory Law Unit has several clients for whom the reduction of greenhouse gases and response to climate change are very important initiatives. A general impact has been and may continue to be increased work on RFPs and agreements for climate change-related consulting work by department and offices.

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

Law will continue to allocate appropriate resources to provide advice and counsel to many departments and agencies directly confronting climate change issues and its impact on the City.

1. Staff Demographics Summary

Staff Demographics Summary (as of December 2021) - ALL STAFF				
	Total	Minority	White	Female
Number of Full-Time Staff	314	125	189	210
Number of Exempt Staff	280	104	176	184
Number of Executive Staff (deputy level and above)	8	6	2	5
Average Salary, Full-Time Staff	\$77,285	\$69,202	\$82,631	\$74,542
Average Salary, Exempt Staff	\$81,426	\$74,644	\$85,433	\$78,879
Average Salary, Executive Staff	\$136,099	\$137,175	\$132,870	\$145,610
Median Salary, Full-Time Staff	\$73,575	\$63,017	\$79,310	\$67,900
Median Salary, Exempt Staff	\$76,220	\$65,776	\$79,310	\$73,575
Median Salary, Executive Staff	\$149,350	\$149,350	\$132,870	\$149,350

Staff Demographics Summary (as of December 2021) - LAW FUNDED STAFF				
	Total	Minority	White	Female
Number of Full-Time Staff	225	87	138	144
Number of Exempt Staff	198	72	126	122
Number of Executive Staff (deputy level and above)	7	5	2	4
Average Salary, Full-Time Staff	\$79,675	\$71,364	\$84,915	\$75,533
Average Salary, Exempt Staff	\$84,431	\$76,926	\$88,719	\$80,999
Average Salary, Executive Staff	\$134,206	\$134,740	\$132,870	\$144,675
Median Salary, Full-Time Staff	\$76,220	\$63,654	\$79,310	\$67,900
Median Salary, Exempt Staff	\$76,220	\$70,000	\$82,400	\$76,220
Median Salary, Executive Staff	\$149,350	\$149,350	\$132,870	\$149,350

2. Employment Levels

Employment Levels (as of December 2021) - ALL STAFF		
	Budgeted	Filled
Number of Full-Time Positions	320	314
Number of Part-Time Positions	0	0
Number of Exempt Positions	316	280
Number of Executive Positions (deputy level and above)	8	8
Average Salary of All Full-Time Positions	\$77,285	\$77,285
Median Salary of All Full-Time Positions	\$73,575	\$73,575

Employment Levels (as of December 2021) - LAW FUNDED STAFF		
	Budgeted	Filled
Number of Full-Time Positions	230	225
Number of Part-Time Positions	0	0
Number of Exempt Positions	205	198
Number of Executive Positions (deputy level and above)	7	7
Average Salary of All Full-Time Positions	\$79,675	\$79,675
Median Salary of All Full-Time Positions	\$76,220	\$76,220

FY23 Budget Hearing Summary Charts - Law Department

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

	FY21 Original Appropriations	FY21 Actual Obligations	FY22 Original Appropriations	FY22 Estimated Obligations	FY23 Proposed Appropriations	Difference: FY23-FY22
Class 100 - Employee Compensation	\$9,658,610	\$9,640,029	\$13,329,167	\$13,740,897	\$15,307,139	\$1,566,242
Class 200 - Purchase of Services	\$5,309,427	\$6,700,003	\$5,433,427	\$8,046,427	\$5,979,915	(\$2,066,512)
Class 300/400 - Materials, Supplies & Equipment	\$184,676	\$59,879	\$184,676	\$84,676	\$190,676	\$106,000
	\$15,152,713	\$16,399,910	\$18,947,270	\$21,872,000	\$21,477,730	(\$394,270)

All Funds Financial Summary by Class

	FY21 Original Appropriations	FY21 Actual Obligations	FY22 Original Appropriations	FY22 Estimated Obligations	FY23 Proposed Appropriations	Difference: FY23-FY22
Class 100 - Employee Compensation	\$13,711,048	\$13,872,133	\$18,307,952	\$18,820,732	\$20,385,924	\$1,565,192
Class 200 - Purchase of Services	\$6,001,041	\$7,391,567	\$6,125,041	\$8,738,041	\$6,671,529	(\$2,066,512)
Class 300/400 - Materials, Supplies & Equipment	\$227,686	\$85,983	\$227,686	\$127,686	\$233,686	\$106,000
	\$19,939,775	\$21,349,683	\$24,660,679	\$27,686,459	\$27,291,139	(\$395,320)

FY23 Budget Hearing Summary Charts - Law Department

4. Contracts Summary

This table focuses on large professional services contracts with for-profit vendors.

"Large" is defined as meaning that an RFP was required.

Departments should focus on contracts that have been conformed to date.

Any departments that have large contracts with non-profit providers are encouraged to provide board makeup information in the optional "Non-Profit Vendor Demographics" table below.

M/W/DSBE Participation on Large Professional Services Contracts

Top Five Largest Contracts, FY22

Vendor Name	Service Provided	Dollar Amount of Contract	RFP Issue Date	Contract Start Date	Ranges in RFP	% of M/W/DSBE Participation Achieved	\$ Value of M/W/DSBE Participation	Total % Participation - All DSBEs	Total \$ Value Participation - All DSBEs	Local Business (principal place of business located within City limits) [yes / no]	Waiver for Living Wage Compliance ? [yes / no]
Schnader, Harrison, Segal, Lewis, LLP	Legal Services	\$600,000	1/29/2021	3/10/2021	MBE: 15-20%	50%	\$300,000	100%	\$600,000	Yes	Yes
					WBE: 10-15%	50%	\$300,000				
					DSBE: Nil	0%	\$0				
Marshall Dennehey Warner Coleman & Goggin	Legal Services	\$400,000	7/27/2018	12/5/2021	MBE: 15-20%	90%	\$360,000	100%	\$400,000	Yes	Yes
					WBE: 10-15%	10%	\$40,000				
					DSBE: Nil	0%	\$0				
Archer & Greiner	Legal Services	\$360,000	7/27/2018	1/12/2021	MBE: 15-20%	90%	\$324,000	100%	\$360,000	No	Yes
					WBE: 10-15%	10%	\$36,000				
					DSBE: Nil	0%	\$0				
Sharon Suleta, Esq.	Legal Services	\$350,000	2/17/2021	4/1/2021	MBE: 10-15%	10%	\$35,000	100%	\$350,000	No	Yes
					WBE: 5-10%	90%	\$315,000				
					DSBE: Nil	0%	\$0				
Pacifica Law Group, LLP	Legal Services	\$350,000	N/A	4/7/2022	MBE: N/A	0%	\$0	100%	\$350,000	No	Yes
					WBE: N/A	100%	\$350,000				
					DSBE: N/A	0%	\$0				

Non-Profit Vendor Demographics

The CNA Corporation	Minority %	Female %
Workforce	27.00%	44.00%
Executive	5.00%	21.50%
Board	30.00%	30.00%

5. Performance Measures Table

The Budget Office will copy this table in from the Five Year Plan.

6. Participation Rate and Goal

The Contracts Summary table is for **professional services contracts only**.
 The Contract Participation Goal table is for **all contracts** (Public Works, SS&E, and Professional Services, combined).

Contracts Summary (Professional Services only)				
	FY19	FY20	FY21	FY22 YTD (Q1 & Q2)
Total amount of contracts	\$6,989,547	\$7,303,026	\$4,725,278	\$5,761,981
Total amount to M/W/DSBE	\$2,129,974	\$3,461,106	\$2,977,825	\$3,820,750
Participation Rate	30%	47%	63%	66%

Total M/W/DSBE Contract Participation Goal (Public Works; Services, Supplies & Equipment; and Professional Services combined)			
	FY21	FY22	FY23
M/W/DSBE Contract Participation Goal	37%	37%	50%

FY23 Budget Hearing Summary Charts - Law Department

7. Staff Demographics

Totals in this table should tie out to numbers in tables 1 and 2 above.

Biracial employees should be included under "Other."

The number of employees who identify as non-binary (i.e. employees who do not identify as either female or male) should be included in the text box below the table, along with salary detail.

Staff Demographics (as of December 2021) - ALL STAFF					
Full-Time Staff			Executive Staff		
	Male	Female		Male	Female
	African-American	African-American		African-American	African-American
<i>Total</i>	6	77	<i>Total</i>	0	2
<i>% of Total</i>	2%	25%	<i>% of Total</i>	0%	25%
<i>Average Salary</i>	\$64,613	\$66,035	<i>Average Salary</i>	\$0	\$149,350
<i>Median Salary</i>	\$49,121	\$58,710	<i>Median Salary</i>	\$0	\$149,350
	White	White		White	White
<i>Total</i>	81	108	<i>Total</i>	2	0
<i>% of Total</i>	26%	34%	<i>% of Total</i>	25%	0%
<i>Average Salary</i>	\$86,352	\$79,840	<i>Average Salary</i>	\$132,870	\$0
<i>Median Salary</i>	\$79,310	\$76,220	<i>Median Salary</i>	\$132,870	\$0
	Hispanic	Hispanic		Hispanic	Hispanic
<i>Total</i>	5	11	<i>Total</i>	1	2
<i>% of Total</i>	2%	4%	<i>% of Total</i>	13%	25%
<i>Average Salary</i>	\$67,312	\$85,243	<i>Average Salary</i>	\$95,000	\$164,675
<i>Median Salary</i>	\$65,118	\$67,900	<i>Median Salary</i>	\$95,000	\$164,675
	Asian	Asian		Asian	Asian
<i>Total</i>	7	11	<i>Total</i>	0	0
<i>% of Total</i>	2%	4%	<i>% of Total</i>	0%	0%
<i>Average Salary</i>	\$75,933	\$71,093	<i>Average Salary</i>	\$0	\$0
<i>Median Salary</i>	\$76,220	\$70,000	<i>Median Salary</i>	\$0	\$0
	Other	Other		Other	Other
<i>Total</i>	5	3	<i>Total</i>	0	1
<i>% of Total</i>	2%	1%	<i>% of Total</i>	0%	13%
<i>Average Salary</i>	\$72,689	\$75,557	<i>Average Salary</i>	\$0	\$100,000
<i>Median Salary</i>	\$76,220	\$63,654	<i>Median Salary</i>	\$0	\$100,000
	Bilingual	Bilingual		Bilingual	Bilingual
<i>Total</i>	12	19	<i>Total</i>	1	1
<i>% of Total</i>	4%	6%	<i>% of Total</i>	13%	13%
<i>Average Salary</i>	\$86,945	\$79,603	<i>Average Salary</i>	\$95,000	\$180,000
<i>Median Salary</i>	\$76,220	\$72,150	<i>Median Salary</i>	\$95,000	\$180,000
	Male	Female		Male	Female
<i>Total</i>	104	210	<i>Total</i>	3	5
<i>% of Total</i>	33%	67%	<i>% of Total</i>	38%	63%
<i>Average Salary</i>	\$82,824	\$74,542	<i>Average Salary</i>	\$120,247	\$145,610
<i>Median Salary</i>	\$76,220	\$67,900	<i>Median Salary</i>	\$103,000	\$149,350

FY23 Budget Hearing Summary Charts - Law Department

Staff Demographics (as of December 2021) - LAW FUNDED STAFF					
Full-Time Staff			Executive Staff		
	Male	Female		Male	Female
	African-American	African-American		African-American	African-American
<i>Total</i>	3	55	<i>Total</i>	0	1
<i>% of Total</i>	1%	24%	<i>% of Total</i>	0%	14%
<i>Average Salary</i>	\$88,710	\$65,967	<i>Average Salary</i>	\$0	\$149,350
<i>Median Salary</i>	\$85,490	\$58,710	<i>Median Salary</i>	\$0	\$149,350
	White	White		White	White
<i>Total</i>	64	74	<i>Total</i>	2	0
<i>% of Total</i>	28%	33%	<i>% of Total</i>	29%	0%
<i>Average Salary</i>	\$89,738	\$80,743	<i>Average Salary</i>	\$132,870	\$0
<i>Median Salary</i>	\$80,855	\$76,220	<i>Median Salary</i>	\$132,870	\$0
	Hispanic	Hispanic		Hispanic	Hispanic
<i>Total</i>	4	6	<i>Total</i>	1	2
<i>% of Total</i>	2%	3%	<i>% of Total</i>	14%	29%
<i>Average Salary</i>	\$67,861	\$98,145	<i>Average Salary</i>	\$95,000	\$164,675
<i>Median Salary</i>	\$67,465	\$73,110	<i>Median Salary</i>	\$95,000	\$164,675
	Asian	Asian		Asian	Asian
<i>Total</i>	5	8	<i>Total</i>	0	0
<i>% of Total</i>	2%	4%	<i>% of Total</i>	0%	0%
<i>Average Salary</i>	\$81,174	\$73,095	<i>Average Salary</i>	\$0	\$0
<i>Median Salary</i>	\$76,220	\$70,998	<i>Median Salary</i>	\$0	\$0
	Other	Other		Other	Other
<i>Total</i>	5	1	<i>Total</i>	0	1
<i>% of Total</i>	2%	0%	<i>% of Total</i>	0%	14%
<i>Average Salary</i>	\$72,689	\$100,000	<i>Average Salary</i>	\$0	\$100,000
<i>Median Salary</i>	\$76,220	\$100,000	<i>Median Salary</i>	\$0	\$100,000
	Bilingual	Bilingual		Bilingual	Bilingual
<i>Total</i>	11	18	<i>Total</i>	1	1
<i>% of Total</i>	5%	8%	<i>% of Total</i>	14%	14%
<i>Average Salary</i>	\$88,929	\$79,517	<i>Average Salary</i>	\$95,000	\$180,000
<i>Median Salary</i>	\$76,220	\$73,575	<i>Median Salary</i>	\$95,000	\$180,000
	Male	Female		Male	Female
<i>Total</i>	81	144	<i>Total</i>	3	4
<i>% of Total</i>	36%	64%	<i>% of Total</i>	43%	57%
<i>Average Salary</i>	\$87,039	\$75,533	<i>Average Salary</i>	\$120,247	\$144,675
<i>Median Salary</i>	\$79,310	\$67,900	<i>Median Salary</i>	\$103,000	\$149,350

Detail for non-binary employees, if applicable:

FY23 Budget Hearing Summary Charts - Law Department

8. New Hire Information

Date range is 7/1/21 to December 2021 increment run. Detail for any hires since then can be added in the text box below the table.

New Hires (from 7/1/2021 to December 2021)						
	Total Number of New Hires	Spanish	[language 2]	[language 3]	[language 4]	[language 5]
Black or African American	5					
Asian	0					
Hispanic or Latino	2	2				
White	5					
Other	1					
Total	13	2	0	0	0	0

Detail for new hires since December 2021, if applicable: