



**OFFICE of EQUITY  
and HUMAN RIGHTS**  
CITY OF PORTLAND

Realizing Equity. Enhancing the City of Portland.

**Commissioner in Charge:**  
Charlie Hales, Mayor

**Bureau Director:**  
Dante J. James, Esq.

### **Budget Equity Assessment Tool**

This Budget Equity Assessment Tool is a general set of questions to guide you and your Budget Advisory Committee in assessing how current budget requests or decisions benefit and/or burden communities, specifically communities of color and people with disabilities. This is a critical part of the City of Portland's commitment to ending inequity based on race and disability.

The use of the Budget Equity Assessment Tool in developing your budget will guide you through answering these questions. It is recommended that all managers and others who work on the budget for the bureau use this tool.

#### **HOW TO USE THIS DOCUMENT**

The document is divided into four specific sections: 1. Advancing Equity Overall; 2. Personnel; 3. Programs/Services; 4. Equitable Public Participation. Each section has a series of questions. The Office of Equity and Human Rights is available for discussion/training/consultation regarding the use of this document.

**BUREAU/OFFICE/DEPARTMENT** \_\_\_\_\_ **Commissioner of Public Safety** \_\_\_\_\_

#### **I. ADVANCING EQUITY**

1. Will this budget proposal reduce, limit or eliminate programs that are vital to or disproportionately needed by communities of color, immigrant and refugee communities and/or people living with a disability?

This budget proposal will not reduce, limit or eliminate services that are needed by communities of color, immigrant and refugee communities, or people living with a disability.

2. Will this budget proposal increase, expand or create programs that are vital to or disproportionately needed by communities of color, immigrant and refugee communities and/or people living with a disability?

The Commissioner of Public Safety does not have any applicable decision packages that will increase or expand services to communities of color, immigrant and refugee communities, or people living with a disability.



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3. What considerations were taken into account in this proposal to maximize equity?

The Mayor and Commissioners are nonpartisan City Council members that participate in the enactment and enforcement of City laws and policies that promote a viable, livable, and sustainable city. Each member works with their assigned City bureaus to further the city-wide goals in the Portland Plan, including goals around making equity real. This means they strive to model how the city government and its partners make decisions, invest, and engage with Portlanders, using an equity lens. The Commissioner of Public Safety's budget includes funding for staff to provided targeted outreach to diverse and underrepresented communities throughout Portland, including communities of color, immigrant and refugee communities, or people living with a disability.

## II. PERSONNEL

**NOTE:** *It is understood that final demographics resulting from any staff reduction may not be known if there is a bumping process to be completed. However, it is important to monitor the demographics of any layoffs or staff reductions to assess the specific impact to people of color and people with disability (if known). Human Resources can be a resource for this data if it is unknown.*

1. What is the number of staff reductions in this proposed budget?

N/A – no staff reductions

2. What is the racial demographic of any staff reductions being proposed?

N/A – no staff reductions

3. What is the remaining racial demographic of your bureau after the reductions?

Same as current demographics

4. What is the position level of any staff reductions being made, e.g., management vs. line staff?

N/A – no staff reductions

5. To your knowledge, is there an adverse impact on employees with a disability due to these staff reductions?



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N/A – no staff reductions

**III. PROGRAM/SERVICES** (SEE, Workforce Demographics per Bureau [here](#) or by visiting our website)

1. What service/program outcome or philosophy will be met with the overall budget request?

The Commissioner's Requested Budget includes considerations set forth in the Portland Plan, where prosperity, education, health and equity are identified as guiding principles that drive strategic, practical and measurable objectives.

The Commissioner has also stressed the need for Portland to address inequality in the city. He believes that the use of urban renewal as a primary economic development strategy has too often exacerbated, rather than alleviated, racial and geographic disparities in Portlanders' standard of living, and that in the future, the City's major investments and policy decisions need to include an equity impact analysis.

2. Identify impacts on specific geographic areas.

City-wide/Regional     Northeast     Northwest     North  
 Central Northeast     Southeast     Southwest     East  
 Central City

3. Identify the racial demographics of those impacted by this request.

N/A

4. Identify potential impacts on people living with a disability.

N/A

**IV. CONTRACTING**



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1. Does the proposed budget impact contracting with outside sources?

While the Commissioner of Public Safety does contract with outside vendors, none of this year's budget decisions directly provide new contracting opportunities.

2. What percentage of contracting/consulting work is performed by M/WESB contractors?
  - a. In what capacity (prime contractor, sub-contractor, supplier, etc.)

The Office of the Commissioner of Public Safety did not have any contracts during FY 2012-13 that met the reporting criteria of Construction or PTE.

3. How will this budget impact consulting or contracting with M/W/ESB contractors? (Including professional services)

As mentioned above, the Commissioner's budget is not likely to provide new contracting opportunities. The Office will continue to partner with Procurement Services to use M/W/ESB vendors in its ongoing procurement processes, particularly those industries involved in the Social Equity Contracting Strategy.

## **V. EQUITABLE PUBLIC PARTICIPATION**

1. How have you ensured inclusive and equitable participation in the preparation of this budget?

As an elected official, the Commissioner makes decisions based on bureau recommended research and broad public input, seeking the long term public good for the whole city. While the Council offices do not have Budget Advisory Committees, each office has personnel serving as Policy Advisors, who work closely with City bureaus and constituent services staff who receive calls, inquiries, and feedback from the public.



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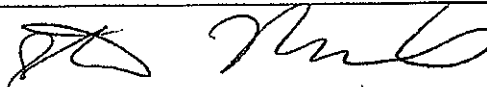
2. How does this budget build community capacity and power in communities most impacted by inequities?

This budget builds community capacity and power in communities most impacted by inequities through the Commissioner's commitment to use equity impact analyses in investment and policy decision making.

**Identifying Impacts Worksheet** - Once you have identified the populations/communities impacted, use the following chart to name the potential burdens and benefits.

Populations Impacted	Potential Positive Impacts	Potential Negative Impacts
N/A – no decision packages	N/A – no decision packages	N/A – no decision packages

Commissioner Steve Novick



2/18/14

BUREAU DIRECTOR (Typed name and signature)