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## **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** Portland Fire & Rescue (PF&R)

## **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?

No. PF&R's Requested Budget complies with the Mayor's directive to submit "stabilization budgets" for FY2014-15 at our current appropriation level. Nothing included in PF&R's Requested Budget will adversely impact programs or services provided to communities of color, immigrant and refugee communities and/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?

Yes. Three decision packages, if approved, would benefit the communities of color, immigrant and refugee community and/or people living with a disability.



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The Secure Ongoing Fund for SAFER Grant Position decision package requests ongoing resources for 26 positions currently funded with the federal 2013 Staffing for Adequate Fire and Emergency Response (SAFER) grant. The grant will end in January 2016 and PF&R will need ongoing budget resources to continue the positions and the services they provide thereafter.

PF&R deploys its emergency response resources through a network of fire & rescue stations with apparatus optimally positioned throughout the city to maximize fire, medical, and other emergency service response reliability, and to minimize response time, therefore, community risk. PF&R's 30 fire & rescue stations provide emergency response 24 hours a day, 365 days a year.

Without ongoing funding for the 26 firefighters positions, fire & rescue stations and/or Rapid Response Vehicles (RRV) will be closed or discontinued sometime during FY2015-16. At that point, PF&R will have less ability to respond to critical emergency calls citywide, adversely impacting fire/life safety with decreased response reliability and increased response times. Response reliability and response time are two critical indicators for fire and rescue operations. Currently, PF&R is significantly behind the National Fire Protection Association's (NFPA) recommendation and PF&R's goal for these two indicators. Closing stations would worsen PF&R's response reliability and response times and have a detrimental impact throughout the city. The elimination of the RRVs would disproportionately impact East Portland where is more ethnically and racially diverse and has a higher poverty rate compared to Portland as a whole (see response to question 3 in this section).

The ADA Upgrade and Building Maintenance decision package would provide funding for Americans with Disability Act (ADA) upgrades at six fire & rescue stations that have community rooms. This budget request would benefit people living with disability.

The Community Risk Reduction Program decision package would hire a limited-term program manager to develop and deliver a pilot program to reduce demand for emergency services through improving community safety, health outcomes, and also increase the recruitment of people historically underrepresented in emergency services.

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

PF&R operational structure naturally lends itself to providing services equitably throughout the city. This approach also leads to periodically resource realignments to maximize equity. This is evidenced by the deployment of three Rapid Response Vehicles (RRV) units in East Portland by reallocating resources from other part of the city.

Over the last 15 years, the call volume for fire and rescue services in East Portland grew 56%, compared to a 21% increase citywide. Because of an increased call volume and the overwhelming need for more resources, three RRVs were placed in service in East Portland starting this fiscal year. The RRVs focus on lower-acuity healthcare or public assist calls, which account for approximately 5,000 responses annually or 7% of PF&R’s incident total. By responding to low-acuity calls, the RRV program improves the response reliability of critical four person companies responding to fire, rescue, and medical calls where time and resources (staffing and equipment) are critical. At the stations where RRVs are deployed, response reliability has improved by approximately 8%.

According to a presentation titled “East Portland Demography: 2010” prepared by Bureau of Planning and Sustainability’s Demographer Uma Krishnan in May 2012, East Portland is more ethnically and racially diverse and has a lower median income and a higher poverty rate compared to Portland as a whole. The deployment of RRVs in East Portland not only improves PF&R’s emergency response capability in the area but also advances equity in the city by reallocating resources to communities that are more ethnically and racially diverse and has a higher poverty rate compare to Portland as a whole.

	East Portland	Portland
Median Household Income	\$42,500	\$48,831
Percent of Population Below Poverty	19.1%	16.3%
Population Distribution by Ethnicity and Race		
Hispanic or Latino (of any race)	15.4%	9.4%
Non-Hispanic or Latino (of any race)	84.6%	90.6%
<i>Total</i>	<i>100%</i>	<i>100%</i>
White	66.8%	76.1%
Black or African American	6.7%	6.3%



American Indian and Alaska Native	1.2%	1.0%
Asian	11.3%	7.1%
Native Hawaiian & Other Pacific Islander	1.0%	0.5%
Some Other Race	8.1%	4.2%
Two or More Races	4.8%	4.7%
<i>Total</i>	<i>100%</i>	<i>100%</i>

Source: East Portland Demography: 2010, Portland Bureau of Planning and Sustainability, May 2012

## 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?

Zero. However, if general fund resources are not restored by FY2015-16 for the 26 firefighter positions funded by the SAFER grant until January 2016, when the grant ends, these positions will be at risk of elimination.

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

Not Applicable at this time. Although, if general funds are not allocated for the 26 firefighter positions referenced above, the 26 positions will be eliminated and PF&R will have a decreased opportunity to hire new firefighters to diversify the racial demographic of PF&R's workforce.

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

Not Applicable

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

Not Applicable



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

Not Applicable

**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?

PF&R’s overall budget request is to achieve its mission: aggressively and safely protect life, property, and the environment. PF&R deploys its emergency response resources through a network of fire & rescue stations with apparatus optimally positioned throughout the city to maximize fire, medical, and other emergency service response reliability, and to minimize response time, therefore, community risk. PF&R’s 30 fire & rescue stations provide emergency response 24 hours a day, 365 days a year.

PF&R operational structure naturally lends itself to providing services equitably throughout the city. This approach also leads to periodically resource realignments to maximize equity. This is evidenced by the deployment of three Rapid Response Vehicles (RRV) units in East Portland by reallocating resources from other part of the city.

2. Identify impacts on specific geographic areas.

Unknown at this time

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

3. Identify the racial demographics of those impacted by this request. (SEE Attached Worksheet)

Unknown at this time.

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4. Identify potential impacts on people living with a disability. (SEE Attached Worksheet)

The ADA Upgrade and Building Maintenance decision package would provide funding for (ADA) upgrades at six fire & rescue stations that have community rooms. The upgrades would benefit people living with disability.

#### **IV. CONTRACTING**

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

Yes, the following four one-time add decision packages could involve contracting with outside sources.

- Mobile Technology
- CPR Smartphone App and CPR Training
- Paramedic Training
- ADA Upgrade and Building Maintenance

If Council approves these budget requests and contracting with outside sources are needed, PF&R will follow the City's purchasing and contracting guidelines including the utilization of minority-owned, women-owned and emerging small businesses (M/W/ESB) as contractors and sub-contractors.

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

We don't have the information at this point.

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

We don't have the information at this point.



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## V. EQUITABLE PUBLIC PARTICIPATION

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

PF&R's Budget Advisory Committee (BAC) was established in accordance with Council adopted guidelines, and included six citizen members including one person of color and three women.

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

See response to Question 3 in the Advancing Equity section above.

BUREAU DIRECTOR (Typed name and signature)

Erin Janssens