SEATTLE DEPARTMENT OF HUMAN RESOURCES and THE SEATTLE OFFICE FOR CIVIL RIGHTS

Workforce Equity Action Plan Update Presentation to Seattle City Council

April 27, 2016

Project Scope Status

	Key Steps	Status	Pending
1.	Working Definition of Workforce Equity	Working Draft Complete	Stakeholder Engagement Results
2.	External Benchmark Review	Information Collection Complete	Compilation of results
3.	Lever Costing	Costing data collected	Costing verification
4.	Racial Equity Toolkit (RET) • Employee Listening Sessions • Employee Surveys	Listening Sessions & Surveys Completed	• Listening Session & Survey data analysis • Scope out RET steps 2c-6

Employee Listening Sessions

18 Listening Sessions	Affiliation
RSJI Change Teams	• Department of Arts & Culture • Department of Early Education & Learning • Department of Human Resources • Department of Transportation • Finance and Administrative Services • Fire Department • Law Department • Office for Civil Rights • Seattle Center • Seattle Public Utilities
Affinity Groups	• Africa American Affinity Group (AAAG)Seattle Public Utilities • Asian Pacific Islanders Affinity Group, Seattle Public Utilities • City of Seattle Native American Employees (CANOES) • Citywide Black Caucus • Filipino Employees Affinity Group (FACES) • HOLA/LCE (Latin American Affinity Group) • SEQual (LGBT Affinity Group)
RSJ Summit	• Listening session questions answered by 40 employees

Employee Survey Response Results

WFE completed employee survey responses	City of Seattle Workforce
4,454 (36.1% response rate)	12,329 employees
53% Female	37% Female
38% Persons of Color	37% Persons of Color
41% below age 44	40% below age 44
55% below median City wage	50% below median City wage

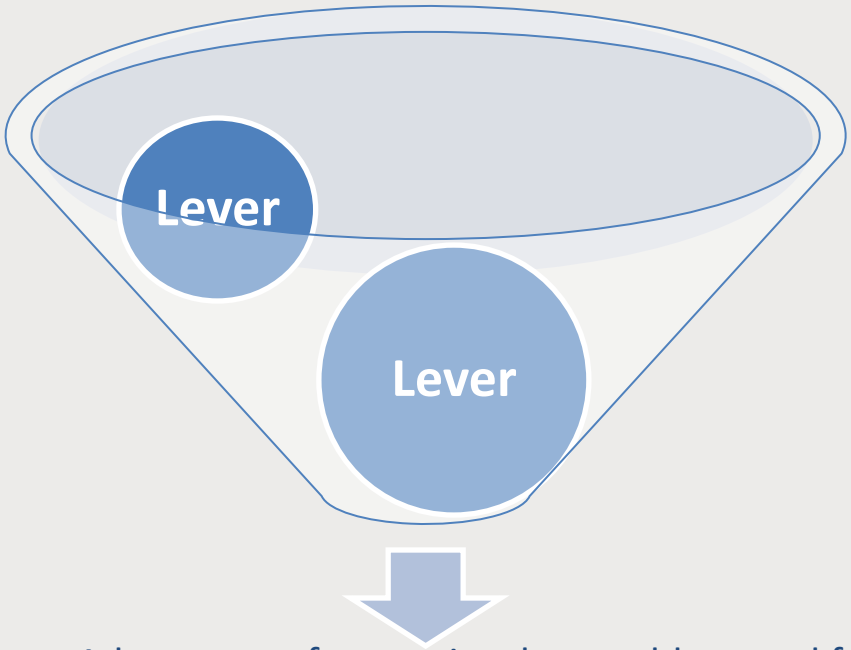
2016 Council Green Sheet 155-1-A-1

Green sheet 155-1-A-1 Levers
1. Paid Parental Leave
2. Paid Family Leave
3. Subsidized Childcare
4. On-site Childcare
5. Internship to Employment Pathways
6. Improved Access to Flexible Scheduling
7. Guaranteed Training Days
8. More Diverse Applicant Pools
9. Training to Promote Unbiased Employment Decisions
10. Leadership Development Programs

Lever Costing

Each lever requires a specific methodology, but all levers are assessed according to the following:
1. Preliminary assessment and scoping of policy or program lever.
2. Information collection from the literature & department subject matter experts.
3. Set Parameters: Develop policy assumptions
4. Modelling Costs: Address data limitations, service-level & workforce effects
5. Develop a high-level cost estimate: labor, technology & capital costs
After July 13th presentation to Council, a narrowing of the cost estimates can begin:
• Direction from elected officials
• Labor review & negotiation
• Update policy assumptions
• Second-round department cost refinement

Relationship to Racial Equity Outcome



Racial Equity Outcome: Adopt a set of strategies that enable a workforce that is inclusive at a rate representative of the greater Seattle area, of people of color and other marginalized and underrepresented groups, at all levels of City employment; where institutional and structural barriers impacting employee attraction, selection, participation and retention have been eliminated, enabling opportunity for employment success and career growth.

Project Deliverables – July 2016

Definition

- A working definition of workforce equity for employee workforce participation and representation

Benchmark

- A benchmark review of external workforce equity practices and processes from selected regional and national employers

Levers

- An assessment of possible means for advancing workforce equity informed by the information collected through the Racial Equity Toolkit Stakeholder Engagement

Action Plan

- A strategic action plan for an aspirational future state of City of Seattle, internal workforce equity

Questions & Discussion

Contact Bailey Hinckley at
bailey.hinckley@seattle.gov or 7-3681

Project Definitions

Terminology	Definition
External Benchmark Review	Data collection from employers who either lead on Workforce Equity &/or compete with the City for talent
Lever Costing	Cost implications of the specific programs and actions listed in Council GS 155-1-A-1
Racial Equity Toolkit (RET)	Process to guide the development, implementation and evaluation of policies, initiatives, programs and budget issues to assess and address the impacts on racial equity