
ETHICS COMMISSION

2023 Departmental Racial Equity Action Plan Progress Report

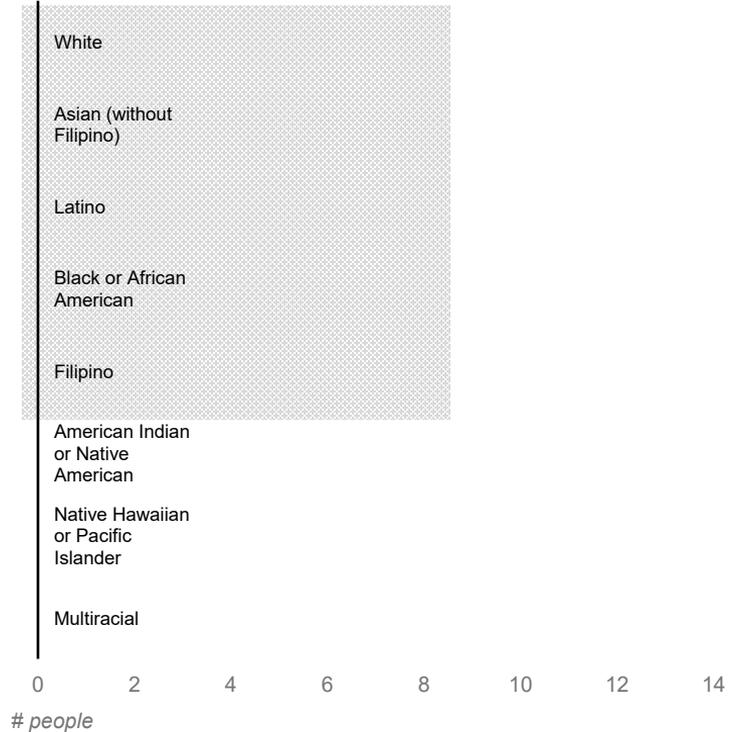
June 1, 2023

FY 21-22 Data

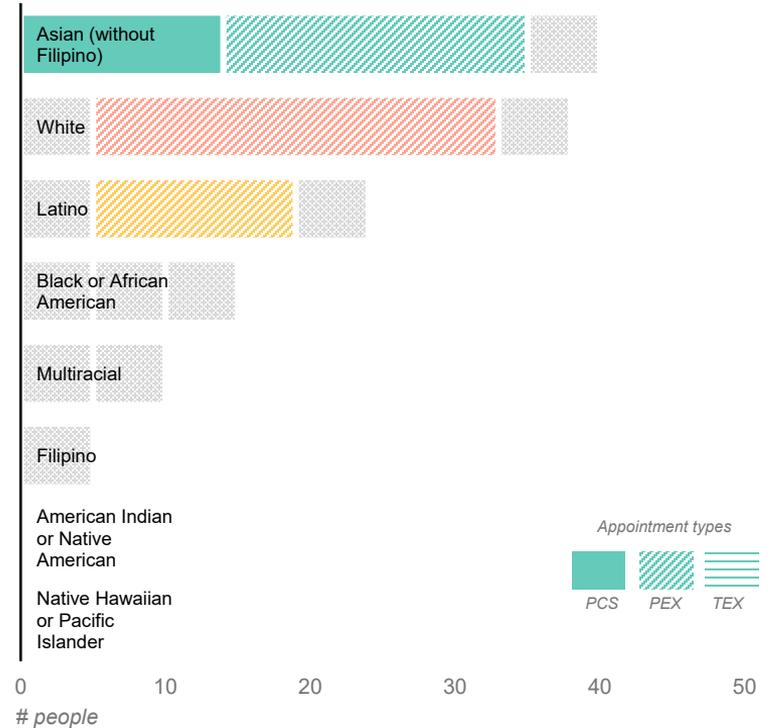
(Most recent full fiscal year to date)

Provided by Office of Racial Equity and Department of Human Resources

BOS, CSC, ETH (combined): Senior management demographics (MCCP)



BOS, CSC, ETH (combined): Overall department demographics



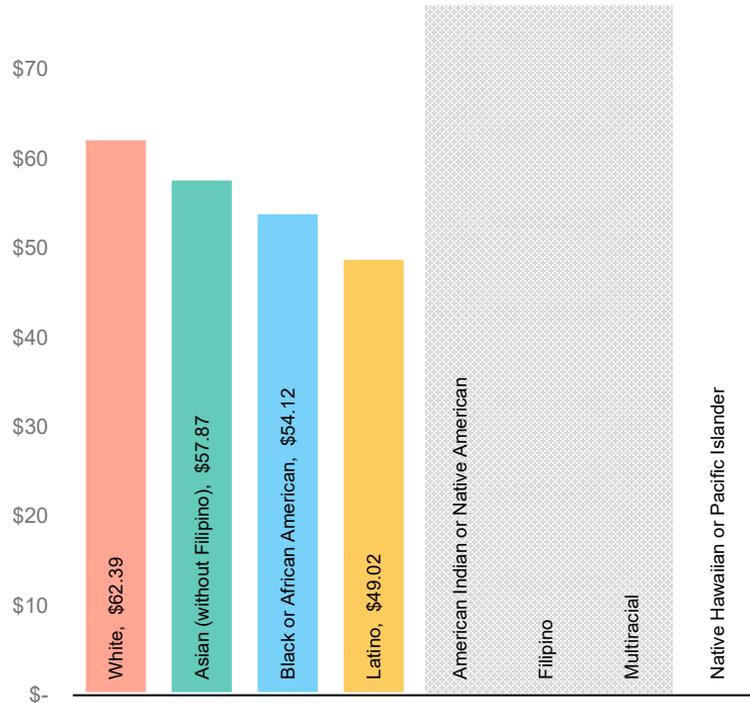
As Ethics Commission is a small department, its data has been combined with other departments.

FY 21-22 Data

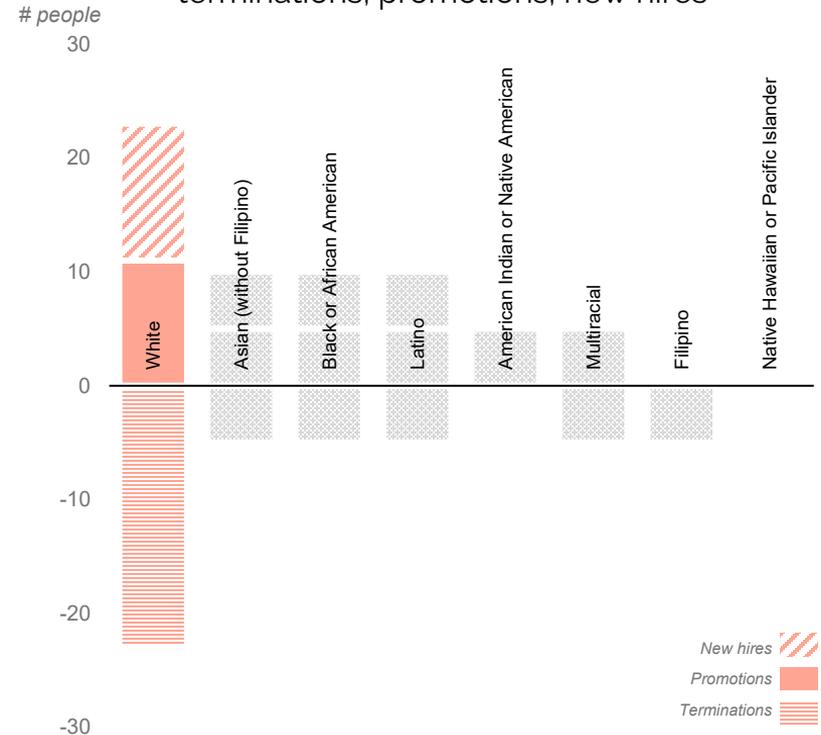
(Most recent full fiscal year to date)

Provided by Office of Racial Equity and Department of Human Resources

BOS, CSC, ETH (combined): Average hourly pay for all employees



BOS, CSC, ETH (combined): Number of terminations, promotions, new hires



As Ethics Commission is a small department, its data has been combined with other departments.

What is an equity practice that your department **has implemented in the last year** and can share with other departments?

- Recruitment and hiring practices to promote greater diversity among staff
 - Conducted recruitment outreach by promoting job postings via City's social media accounts and sharing with diverse community groups through DHR's Diversity Recruitment Team.
 - Standardized and streamlined job announcements with inclusive language in the description to invite applicants from diverse backgrounds.
 - Ensured that interview panelists completed the Fairness in Hiring training prior to conducting interviews.
 - Implemented a standardized interview process with structured interview questions.
 - Standardized onboarding procedures and new employee orientation to ensure that new hires are welcomed into the department and timely provided with information, resources, and equipment.

What is an equity practice that your department **has implemented in the last year** and can share with other departments?

- Support staff retention and professional development
 - Performed regular assessments of salary placements with heightened number of hires conducted, to ensure that staff are compensated fairly and equitably.
 - Ensured that acting roles are assigned and compensated per applicable MOUs.
 - Provided opportunities for staff to participate in trainings and Council on Governmental Ethics Laws (COGEL) conference for professional development.
 - Provided trainings for new managers to ensure that they can support their staff and promote a positive workplace culture.

What is an equity practice that your department **has implemented in the last year** and can share with other departments?

- Organizational practices to promote inclusion and belonging
 - Implemented a hybrid work model as a part of the office reopening by incorporating staff feedback to enable an equitable approach while meeting the City's evolving requirements.
 - Supported staff's needs for flexible working arrangements in a consistent manner per the City's accommodation request process and Family Friendly Workplace Ordinance.
 - Redesigned the Commission's website to meet the City's digital accessibility requirements.
 - Initiated the process of translating vital resources on the website to enable greater language access.
 - Setup public's access to unredacted disclosure information at the Main Library's computers (Government Information Center) to provide easier access to this information during Library's hours (available beyond the Commission's office hours).

What is an equity practice that is a priority for your department to **learn from other departments** this upcoming year?

- As a small department with no funding allocated for staffing or resources for REAP initiatives we want to learn working strategies from other small departments to make steady progress on REAP goals.
- We also want to learn about any City-approved consulting services available to departments to assess organizational needs, promote staff engagement, and implement best practices.

Resources

- [Latest Racial Equity Action Plan](#)
- Ethics Commission's [Racial Equity Action Plan Webpage](#) which provides links to prior Plans and Progress Report.