

Agency Purpose

The mission of the Department of Human Rights is to make Minnesota discrimination free. The department pursues this mission through a coordinated program of law enforcement, prevention education, and community-based conflict resolution.

There are six major objectives that drive all department activities:

- ◆ develop and oversee statewide human rights policies and programs;
- ◆ receive, investigate, and make determinations on charges alleging unfair discriminatory practices;
- ◆ monitor state contractor compliance with applicable affirmative action provisions;
- ◆ educate to eliminate unfair discriminatory practices;
- ◆ develop and disseminate technical assistance to persons subject to the provisions of the Human Rights Act; and
- ◆ assess human rights compliance through voluntary settlement agreements and corrective action plans.

Core Functions

The Department of Human Rights resolves unlawful discrimination through enforcement of the Human Rights Act. Core functions support both the resolution of discrimination complaints, and the promotion of increased fair employment opportunities statewide.

These core functions are:

- ◆ investigating and resolving discrimination complaints in education, housing, employment, and services;
- ◆ reviewing and certifying state contractor compliance with equal employment opportunity regulations; and
- ◆ providing education and technical assistance.

These functions are supported by these guiding principles:

- ◆ Service – enthusiastically performing duties for the people of the state;
- ◆ Quality – delivering results that are distinguished by superior attention to detail and unrivaled execution;
- ◆ Efficiency – productivity without waste or unnecessary expense or effort;
- ◆ Timeliness – responding to requests and scheduled work at a pace – and at intervals – that is peerless;
- ◆ Fairness – applying the Human Rights Act consistently and ethically; following the rules without favoritism, self-interest or bias; and
- ◆ Respect – exhibiting behavior that exemplifies consideration and appreciation of all who are touched by the work of the department.

General

The department serves a varied customer base. People alleging discrimination, those accused of discrimination, the legal community, and state vendors are the primary customers of the department’s business processes. This customer base includes: individuals, school districts, businesses, attorneys, local governments, state agencies, local human rights commissions, landlords, and local and federal human rights enforcement agencies.

The **Contract Compliance Unit** reviews affirmative action plans of businesses and issues Certificates of Compliance to eligible businesses. It also provides consulting services to 2,600 businesses annually and conducts 100 compliance audits per year.

At A Glance

2006 and 2007 State Budget

\$6.98 million General Fund
 \$117,600 Certificate of Compliance Fees (est.)

Revenue Generated for General Fund

(FY 2006-07, estimated)

\$552,000 Federal Equal Employment
 Opportunity Commission Funds

Annual Business Process (FY 2006)

11,600	inquires/referrals
5,994	jurisdictional complaints evaluated
1,005	formal charges filed and resolved
\$1.38 mil	recovered aggrieved parties
2,600	state contractors
1,953	business equal employment
	opportunity action plans reviewed
3,000	technical assistance with
	businesses
99	compliance audits conducted

The **Enforcement Unit** handles 15,000 inquiries annually and provides referral, charge drafting, investigation, and resolution of 1,005 charges in FY 2006.

The **Education and Outreach Unit** provides constituents with varied educational opportunities to eliminate discrimination including public forums, local training, and the department's annual human rights conference.

Management Services and Administration provides policy leadership; manages external communications and publications; operates accounting, purchasing, and payroll services; provides administrative support, record retention, and organizational performance measurement; and manages departmental databases, web page facilities, and disaster recovery issues.

Budget

The agency's FY 2006-07 budget totals \$6.99 million. Department staff includes 44 full-time equivalent employees.

Of the total budget for the biennium, \$6.8 million comes from the general fund. An additional \$118,000 (est.) of dedicated revenue is generated from Certificate of Compliance fees and Human Rights Day training attendance fees. All Certificate of Compliance dedicated revenue is used to fund the cost of issuing certificates and investigating grievances, while the revenue from the Human Rights Day is used to support the annual training.

Note: The agency will generate an estimated \$552,440 for the biennium through a contract with the Federal Equal Employment Opportunity Commission. All receipts are transferred to the general fund.

Contact

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For information on how this agency measures whether it is meeting its statewide goals, please refer to www.departmentresults.state.mn.us.