



Program #15006 - Equity & Inclusion Unit FY 2025 Department Requested

Department: District Attorney **Program Contact:** Jamila Williams
Program Offer Type: Administration **Program Offer Stage:** Department Requested
Related Programs:
Program Characteristics: In Target

Executive Summary

The Equity & Inclusion Unit will lead and guide MCDA in developing a data-driven strategy for integrating DEI principles and actions. This Unit will lead approved plans for an organizational culture shift toward one of inclusion and belonging, particularly for historically excluded and underrepresented groups. As an integrated part of the Executive Team, this unit will manage strategies related to agency-wide initiatives including the County Workforce Equity Strategic Plan and the agency Strategic Plan and Wellness Initiative.

Program Description

MCDA's first equity manager was funded and hired in FY 2023. The workload proved to be much more than anticipated. An Equity & Inclusion Unit, staffed by an equity manager and at least one equity specialist, is needed to in order to move forward with this DEI work. The unit will create a welcoming and inclusive workplace environment for all employees regardless protected class identities. The work of the E&I Unit focuses on:

- Increasing staff diversity through recruitment and retention by applying an equity lens to the strategies, data collection systems, progress reviews and analysis.
- Expanding training opportunities on cultural competency, equity concepts and tools application, leadership skills, and professional development for all
- Implementing data collection to track staff competency growth in these areas.
- Addressing any disproportionate protected class demographics within the MCDA membership, particularly within the higher leadership ranks, and establish agency programs that support retention and workforce wellness.

The E&I Unit will lead the MCDA DEI Workgroup. They act as facilitators and subject matter experts to examine agency policies and practices to ensure alignment with the Multnomah County Workforce Equity Strategic Plan, by elevating their lived experiences and work-related subject matter expertise to lead transformative change efforts across the agency, with input from the MCDA DEI Workgroup.

Performance Measures

Measure Type	Performance Measure	FY23 Actual	FY24 Budgeted	FY24 Estimate	FY25 Target
Output	Recruitment and Hire of Equity Specialist	N/A	N/A	N/A	1
Outcome	Number of MCDA Equity Workgroup meetings facilitated	N/A	N/A	N/A	12
Outcome	Number of WESP meetings attended	N/A	N/A	N/A	12

Performance Measures Descriptions

Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Department Requested General Fund	Department Requested Other Funds
Program Expenses	2024	2024	2025	2025
Personnel	\$0	\$0	\$312,108	\$0
Total GF/non-GF	\$0	\$0	\$312,108	\$0
Program Total:	\$0		\$312,108	
Program FTE	0.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was:

This is a newly created Unit staffed with 1.0 FTE Equity Manager (HR Manager 1) and 1.0 FTE Equity Specialist (HR Analyst Sr). The Equity Manager position was previously in the Finance Program Offer.

Previously, the Finance Unit, the Human Resources Unit, and Equity were combined into one program offer. As of FY2025, the Finance Unit, the (newly created) Human Resources Unit, and the (newly created) Equity and Inclusion Unit will be separate program offers.