



Proposed
Budget
Equity Analysis
Land Use & Transportation

Fiscal Year 2023-24



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View results

Respondent

14 Anonymous

05:33

Time to complete

Budget Equity Tool Summary and Instructions

Budget Equity Tool Strategies and Questions

Washington County's FY2023-24 Budget Equity Tool for internally facing Org Units is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of two (2) strategy areas and associated questions:

1. Civil Rights
2. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Internally facing Org Units with Personnel Costs are required to complete this Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in this Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool - Internally-facing Org Unit trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your Department? *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation

4. Land Use and Transportation Organizational Unit Number: *

- 100-6010 Long Range Planning
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 168-6045

5. Is this Org Unit internally-facing? *

Yes

No

6. How many FTE positions are currently funded within this Org Unit in **FY 22-23**? *

0

The value must be a number

7. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your base budget**? *

0

The value must be a number

8. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

0

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario**? *

0

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario**? *

0

The value must be a number

11. What is your **current** Materials and Services Budget for **FY 22-23**? *

20818538

The value must be a number

12. What is your Materials and Services Budget for **FY 23-24 in your base budget?** *

25620717

The value must be a number

13. What is your **proposed** Materials and Services Budget for **FY 23-24 in your 4% decision scenario?**

*

25620717

The value must be a number

14. What is your **proposed** Materials and Services Budget for **FY 23-24 in your 7% decision scenario?**

*

25620717

The value must be a number

15. What is your **proposed** Materials and Services Budget for **FY 23-24 in your 10% decision scenario?** *

25620717

The value must be a number

Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

Internal org units, while not providing client services, may still need to provide language access, for example, via web site development, wayfinding in facilities.

16. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

17. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This program has access to the LUT Administrative Services 168-6040 translation and interpretation services contract.

18. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

19. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

20. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

21. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

22. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios. This fund is used for SDC/TDT Fee collection. Funds are transferred and allocated under other funds.

23. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equitable Organizational Development

A diverse and inclusive workforce with representation from disproportionately burdened communities and information accessibility and quality of programs and services helps make our government more responsive to the community we serve. We also need to invest in our workforce's knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services can help build equity, diversity and inclusion best practices into all aspects of the organization.

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Looking at your staff and leadership diversity can help you determine where you need to invest in staff diversity learning, recruitment, leadership development, skill development and retention efforts.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data.

24. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the Washington County community? *

- Yes
- No
- Unsure

25. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list)

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

26. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the Washington County community? *

- Yes
- No
- Unsure

27. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

28. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

29. Details/more information:

Please provide any information you wish regarding your answer to the question above.

30. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

31. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

32. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

33. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

34. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios. This fund is used for SDC/TDT Fee collection. Funds are transferred and allocated under other funds.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

35. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

N/A. This fund is used for SDC/TDT Fee collection. Funds are transferred and allocated under other funds.

36. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

N/A. This fund is used for SDC/TDT Fee collection. Funds are transferred and allocated under other funds.



View results

Respondent

44 Anonymous

06:12

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 0 - Statewide Transportation Improvement Fund

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

5807805

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

We do not have accurate information on this need. Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving. We budgeted \$6,000 to ensure that services is available Cost for providing translation on public facing information is included in the budget based on historic costs. Our actual spending included approximately \$1,500 for translation of public transportation material led by the county.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

These costs are folded into our marketing budget and planning budgets without specific break out.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

This program supports public transportation by contracting with Ride Connection Inc., a non-profit service provider, that leverages multiple funding sources. The program is approved by the Board of Commissioners with input from the Washington County Transit Advisory Committee and the community. Maintaining and enhancing existing services, as well as planning for new services in areas based on equity and growing ridership are the primary factors in developing the proposed yearly budget. Project budgets are built based on operating assistance (driver hours, vehicle miles, maintenance and general overhead) and include planning and community engagement.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

A data-driven assessment of community characteristics informs the decision-making process by identifying where potential transit customers live and better serve population groups that have unique transportation needs. The assessment includes eight demographic factors (people of color, lower income households, limited English proficiency, older adults, youth, people with disabilities, limited vehicle access and lower wage jobs). Data from current riders and outcomes from previous year's experience are considered as the proposed budget is developed. Data from current riders and outcomes from previous year's experience are also considered as the proposed program budget is developed.

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

Some demographic data is collected by Ride Connection Inc. as part of the annual onboard rider survey. Based on the 2022 survey current riders represent a higher proportion than the countywide average of older adults and person with disability, non-white and non-English speakers. The STIF funded services are available to all community members free of charge. STIF rules require funding is prioritized to reduce service fragmentation for lower-income households

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

Race is a consideration but not the singular element considered in the targeting of quality services to the client population.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

We consulted our Board-appointed County Transit Advisory Committee to inform our budget proposal and conducted outreach in Spanish and English. Members of the County committee reflect diverse perspectives including older adults, persons with disabilities and low-income and historically under-represented areas.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

- Lack of awareness of services, first/last mile connections, frequency, travel time and abundance of free parking are big barriers to transit use.
- Need for new and better coordination with other transit services
- More comfortable walks to transit stops and improved stop amenities (shelters, lighting, schedule information, benches and bike racks).
- Connecting to other regional transit services as well as major regional, jobs and shopping centers like Portland and Hillsboro followed by coastal communities and recreational opportunities were identified as key destinations. Other noted destinations include Downtown Hillsboro, Tanasbourne, Beaverton, Forest Grove, Portland Community College campuses at Rock Creek and Willow Creek, Banks and North Hillsboro."

33. How did you incorporate that community feedback into your **proposed** budget? *

We prioritized forecasted revenue to increase transit service, access to transit and awareness and applied for discretionary grants to increase revenue for these priorities.

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$1,000 or cost to be borne by the contractor.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

This is not part of our budget - however our contractor provides multi-language travel training to build skills/abilities for transit use by immigrant and other culturally specific populations from which our program benefits.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

A representative from Centro Cultural serves on our transit advisory committee and we coordinate outreach with the county's disability, aging and veteran services. Other members of the committee represent other services and we promote services to other community based organizations through Ride Connection.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Ride Connection translates information about transit services on their website in Spanish. This cost is folded into their overall budget and not broken out separately. Our budget for marketing and outreach includes translation services that are not identified specifically.

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$1,000 or cost to be borne by the contractor. Not subject to budget scenario effort

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We would seek to target those communities with marketing/advertising/service information.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

None focused with that degree of specificity, but should be accomplished by the contractor.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

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58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

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The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This fund does not have a personnel budget. Not subject to scenario allocation effort

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

The questions reaffirmed the value of providing transit services funded through STIF in meeting equity diversity and inclusion goals and objectives and that we could be working with Ride Connection to collect more data.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

In addition to the training sessions, it could be helpful for us to have time to learn from each other about what tools the other org/units have found helpful and share our experiences and lessons learned



View results

Respondent

45 Anonymous

04:19

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

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1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 2-6075 Maintenance Local Improvement District

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

1801

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

We create an MLID for any new development adding County roads. We don't determine who receives our service. The determination is made by new development. Budgeted through the Administrative Services budget

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

None, as these costs are included in our Administrative Services budget 168-6040.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

Data is based on annual assessment to each active MLID and historical data on work services provided.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None, data is determined by development

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

Unknown as this program's work is determined by development.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

N/A

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

N/A

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

N/A

33. How did you incorporate that community feedback into your **proposed** budget? *

N/A

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Administrative Services program 100-6040 budgets for Community Engagement Activities for this Fund. This is a special fund and not subject to the decision-reduction scenarios

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

We create an MLID for any new development adding County roads. We don't determine who receives our service. The determination is made by new development.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Administrative Services program 100-6040 budgets for culturally specific services for this Fund. This is a special fund and not subject to the decision reduction scenarios

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

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0

The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Administrative Services program 100-6040 budgets for culturally specific services for this Fund. This is a special fund and not subject to the decision reduction scenarios

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Communications Team staff hopes to incorporate plain language updates and improve language access to key webpages and documents and facilitate translation and interpretation services.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

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Yes

No

Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

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- Unsure

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The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

It has become apparent that we have limited data; yet we don't decide who our community members are for this program. It is determined by development.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Nothing to add



View results

Respondent

46 Anonymous

05:47

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

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4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 4-6080 Urban Road Maintenance Service District

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

10739924

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

We do not have accurate information on this need. Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving.

We work with community members providing Community Service who often require translation or interpretation services. One of our Community Service Monitors is bilingual and uses Spanish almost daily.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This program has access to the Operations and Maintenance program 168-6060 translation and interpretation services contract.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This program has access to the Operations and Maintenance program 168-6060 translation and interpretation services contract.

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

Client utilization data (requests for service) is used to plan future budgets. Quality and outcomes data is limited and not currently used to develop the budget. Transportation infrastructure is generally maintained using a condition-based approach. We prioritize our work based on the Board-adopted Road Maintenance Priority Matrix, which tends to give preference to more heavily-used roads which serve the greatest number of people.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

As additional 2020 Census data is available, we will do more community demographic analysis to look for potential inequities in our communities.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We anticipate using more equity-focused evaluation criteria to allocate funding for future URMD-funded pedestrian and biking improvement projects.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

Community input is a consideration in the funding allocation process for URMD-funded pedestrian and biking improvement projects.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

Community input often includes request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and access to transit.

33. How did you incorporate that community feedback into your **proposed** budget? *

"Departmentwide equity-focused positions in Administrative Services.

Community input informs budget priorities as well as actual spending of funds earmarked to complete service requests throughout the year. "

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Departmentwide equity-focused positions in Administrative Services. Community input informs budget priorities as well as actual spending of funds earmarked to complete service requests throughout the year. This is a special fund and not subject to the decision reduction scenarios.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

None at this time

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

None at this time

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

We are working with the Communications Team staff as they incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

61. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

62. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

N/A

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

We realize that we have limited data and that few resources are directed specifically to equity priority communities. We learned that we can do more to engage the people that we serve so that everyone has access to our services and is able to understand the information we provide relating to our projects.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Data consolidation opportunities for a single tab with filters and friendly column alignment so everything can fit on one screen without having to scroll for easier data entry. Perhaps pre-populate data using inputs from the previous year to allow for easier adjustments with new year updates. Another consideration would be to keep question numbers the same for easier comparison year over year, and/or having historical data captured in a column to the right for easy reference, etc.



View results

Respondent

47 Anonymous

05:04

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

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- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 15-6085 - North Bethany County Service District

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

18275859

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

This would be consistent with demographic data for all people that live and work in Washington County. This program has access to the LUT Administrative Services translation and interpretation services contract. Allocations are not set in this fund for these services.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This program has access to the LUT Administrative Services translation and interpretation services contract. Allocations are not set in this fund for these services.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

This program supports construction of a defined list of capital improvement projects for roads in the North Bethany area. Annual project expenditures are recommended by the North Bethany County Service District for Roads (NBCSDR) Budget Committee and approved by the Board of Commissioners. Community input is a consideration in the annual funding allocation process.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

None are known at this time. This program supports construction of a defined list of capital improvement projects for roads in the North Bethany area.

As additional 2020 Census data is available, we will do more community demographic analysis to look for potential racial inequities in our communities.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

No changes are anticipated. This program supports construction of a defined list of capital improvement projects for roads in the North Bethany area.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

County budget town hall. Community input is a consideration in the annual funding allocation process.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

Limited input from these communities tells us that we are not reaching and/or engaging with them effectively.

Community input often includes request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and improved access to transit.

33. How did you incorporate that community feedback into your **proposed** budget? *

Community input informs budget allocations each year.

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

None at this time; Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

None at this time; Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

We are working with the Communications Team staff as they incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

61. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

62. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

We realize that we have limited data and that few resources are directed specifically to equity priority communities. We learned that we can do more to engage the people that we serve so that everyone has access to our services and is able to understand the information we provide relating to our projects.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

The budget takes so much attention and focus. Doing the equity work at a different time of year could be more effective.



View results

Respondent

49 Anonymous

07:24

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 362-6065 MSTIP 3

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

147529299

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving. Translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$2,000. Translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

This fund delivers projects on major streets to improve road safety and capacity, including walking and biking. Our project budgets are built based on cost of design, right-of-way, and construction and include funding for open houses and community engagement. We have developed an Equity Framework for Community Engagement, an equity-focused mapping tool, and are developing more equity-focused criteria to help guide future funding allocations. We have included OEICE and Espousal Strategies in our project selection process.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None for projects currently in the project delivery process. We have developed an Equity Framework and an equity-focused mapping tool, and are developing more equity-focused evaluation criteria for Community Engagement to help guide future funding allocations.

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

While not directly racial, we believe language access remains a potential barrier to accessing our public-facing services, as well as knowing who to call for what service. Translation and interpretation services are provided when requested.

As additional 2020 Census data is available, we will do more community demographic analysis to look for potential inequities in our communities.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We anticipate spending more on language assistance and making it easier for people to get information about our projects and easier for the public to reach out to the County when they need our services. In addition, future MSTIP projects will be selected with the benefit of the MSTIP Equity Framework for Community Engagement, an equity-focused mapping tool and more equity-focused evaluation criteria.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

We are developing an Equity Framework for Community Engagement, an equity-focused mapping tools, and are developing more equity-focused criteria to help guide future funding allocations. These efforts are done at the Department level.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

Limited input from these communities tells us that we are not reaching and/or engaging with them effectively.

Community input, including recent CBO-led focus groups, included request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and improved access to transit.

33. How did you incorporate that community feedback into your **proposed** budget? *

Limited input from these communities tells us that we are not reaching and/or engaging with them effectively.

Community input, including recent CBO-led focus groups, included request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and improved access to transit.

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

2600

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

2600

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

2600

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

7200

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

A portion of the \$70,300 for ½ Senior Communication and Education Specialist position housed in Capital Projects Operating Budget, in addition translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service. No impact from 10% decision scenario.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

We have worked with Espousal Strategies to develop an Equity Framework for Community Engagement for MSTIP, an equity-focused mapping tool, and are developing more equity-focused criteria to help guide future funding allocations.

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

We work with the State Historic Preservation Office to help us to protect and preserve culturally and significant resources, which includes consultation with Oregon Tribes. We use consultants to identify and address any archaeological impacts.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$0. Some culturally specific services are rolled into the project expenditures where they are included as part of preliminary engineering cost.

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Some culturally specific services are rolled into the project expenditures where they are included as part of preliminary engineering cost. Less than \$10,000 impacted in the 10% decision scenario.

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

We are working with the Communications Team staff as they incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services.

We will continue to ensure consultants selected to design capital projects meet E&I goals as stated in their RFP response.

We will use new purchasing guidelines to assist COBID contractors to quote or bid on capital projects.

Participation in C2P2 (Construction Career Pathways Project) with Metro and other area jurisdictions should help improve workforce participation of women and Black, Indigenous, and people of color in transportation project construction.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

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The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
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- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

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- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

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Please provide any information you wish regarding your answer to the question above.

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

We are working with the Communications Team staff as they incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services.

We will continue to ensure consultants selected to design capital projects meet E&I goals as stated in their RFP response. For FY 23-24, we anticipate approximately \$10,000,000 spent on these consultants.

We will use new purchasing guidelines to assist COBID contractors to quote or bid on capital projects.

Participation in C2P2 (Construction Career Pathways Project) with Metro and other area jurisdictions should help improve workforce participation of women and Black, Indigenous, and people of color in transportation project construction.

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Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

61. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

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Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This fund does not have personnel - this Org Unit is fully direct-delivery.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

We realized that we have limited data and that few resources are directed specifically to equity priority communities. We learned that we can do more to engage the people that we serve so that everyone has improved access to our services and is able to understand the information we provide relating to our projects. In an effort to think critically and make valuable change, early access to the tools the County has available would be beneficial.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

It would be beneficial to have easy access to the data available to us via SharePoint, or some other saveable location. We would really like the opportunity to review and analyze through out the year. We want to proactively use this valuable information to make measurable progress in our equity goals.



View results

Respondent

50 Anonymous

04:42

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 368-6065 Road Capital Fund

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

28387829

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving. Translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$1,000. Translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

This fund delivers projects on major streets to improve road safety and capacity, including walking and biking. Our project budgets are built based on cost of design, right-of-way, and construction and include funding for open houses and community engagement. We have developed an Equity Framework for Community Engagement, an equity-focused mapping tool, and are developing more equity-focused criteria to help guide future funding allocations. We have included OEICE and Espousal Strategies in our project selection process.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

While not directly racial, we believe language access remains a potential barrier to accessing our public-facing services, as well as knowing who to call for what service. Translation and interpretation services are provided when requested.

As additional 2020 Census data is available, we will do more community demographic analysis to look for potential inequities in our communities.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We anticipate spending more on language assistance and making it easier for people to get information about our projects and easier for the public to reach out to the County when they need our services.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

We are developing an Equity Framework for Community Engagement, an equity-focused mapping tools, and are developing more equity-focused criteria to help guide future funding allocations. These efforts are done at the Department level.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

Limited input from these communities tells us that we are not reaching and/or engaging with them effectively.

Community input, including recent CBO-led focus groups, included request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and improved access to transit.

33. How did you incorporate that community feedback into your **proposed** budget? *

Limited input from these communities tells us that we are not reaching and/or engaging with them effectively.

Community input, including recent CBO-led focus groups, included request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and improved access to transit.

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

7200

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

7200

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

7200

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

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7200

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

A portion of the \$70,300 for ½ Senior Communication and Education Specialist position housed in Capital Projects Operating Budget, in addition translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service. No impact from 10% decision scenario.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

We work with the State Historic Preservation Office to help us to protect and preserve culturally and significant resources, which includes consultation with Oregon Tribes. We use consultants to identify and address any archaeological impacts.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

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The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Some culturally specific services are rolled into the project expenditures where they are included as part of preliminary engineering cost. This fund is not impacted by the decision scenarios.

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

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51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

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52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

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Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

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- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

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Two or more races

White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

We are working with the Communications Team staff as they incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services.

We will continue to ensure consultants selected to design capital projects meet E&I goals as stated in their RFP response. For FY 23-24, we anticipate approximately \$3,700,000 spent on these consultants.

We will use new purchasing guidelines to assist COBID contractors to quote or bid on capital projects.

Participation in C2P2 (Construction Career Pathways Project) with Metro and other area jurisdictions should help improve workforce participation of women and Black, Indigenous, and people of color in transportation project construction.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

61. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

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0

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Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This fund does not have personnel - this Org Unit is fully direct-delivery.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

We realized that we have limited data and that few resources are directed specifically to equity priority communities. We learned that we can do more to engage the people that we serve so that everyone has improved access to our services and is able to understand the information we provide relating to our projects. In an effort to think critically and make valuable change, early access to the tools the County has available would be beneficial.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

It would be beneficial to have easy access to the data available to us via SharePoint, or some other saveable location. We would really like the opportunity to review and analyze through out the year. We want to proactively use this valuable information to make measurable progress in our equity goals.



[View results](#)

Respondent

51 Anonymous

05:23

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 374 - Transportation Development Tax

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

31114049

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving. Translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$1,000. Translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

This fund delivers projects on major streets to improve road safety and capacity, including walking and biking. Our project budgets are built based on cost of design, right-of-way, and construction and include funding for open houses and community engagement. We have developed an Equity Framework for Community Engagement, an equity-focused mapping tool, and are developing more equity-focused criteria to help guide future funding allocations. We have included OEICE and Espousal Strategies in our project selection process.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

While not directly racial, we believe language access remains a potential barrier to accessing our public-facing services, as well as knowing who to call for what service. Translation and interpretation services are provided when requested.

As additional 2020 Census data is available, we will do more community demographic analysis to look for potential inequities in our communities.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We anticipate spending more on language assistance and making it easier for people to get information about our projects and easier for the public to reach out to the County when they need our services.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

We are developing an Equity Framework for Community Engagement, an equity-focused mapping tools, and are developing more equity-focused criteria to help guide future funding allocations. These efforts are done at the Department level.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

Limited input from these communities tells us that we are not reaching and/or engaging with them effectively.

Community input, including recent CBO-led focus groups, included request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and improved access to transit.

33. How did you incorporate that community feedback into your **proposed** budget? *

"Limited input from these communities tells us that we are not reaching and/or engaging with them effectively.

Community input often includes request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and improved access to transit.

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

N/A

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

We work with the State Historic Preservation Office to help us to protect and preserve culturally and significant resources, which includes consultation with Oregon Tribes. We use consultants to identify and address any archaeological impacts.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Some culturally specific services are rolled into the project expenditures where they are included as part of preliminary engineering cost.

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Some culturally specific services are rolled into the project expenditures where they are included as part of preliminary engineering cost. This fund is not impacted by the decision scenarios.

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

We are working with the Communications Team staff as they incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services.

We will continue to ensure consultants selected to design capital projects meet E&I goals as stated in their RFP response.

We will use new purchasing guidelines to assist COBID contractors to quote or bid on capital projects.

Participation in C2P2 (Construction Career Pathways Project) with Metro and other area jurisdictions should help improve workforce participation of women and Black, Indigenous, and people of color in transportation project construction.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

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0

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

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52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This Org Unit is not doing a 4%, 7% or 10% reduction scenario

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

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Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

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We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

We are working with the Communications Team staff as they incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services.

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The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

It would be beneficial to have easy access to the data available to us via SharePoint, or some other saveable location. We would really like the opportunity to review and analyze through out the year. We want to proactively use this valuable information to make measurable progress in our equity goals.



View results

Respondent

15 Anonymous

05:31

Time to complete

Budget Equity Tool Summary and Instructions

Budget Equity Tool Strategies and Questions

Washington County's FY2023-24 Budget Equity Tool for internally facing Org Units is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of two (2) strategy areas and associated questions:

1. Civil Rights
2. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

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2. If an Org Unit determines it cannot complete any question in this Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
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4. Please attend one of the scheduled Budget Equity Tool - Internally-facing Org Unit trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your Department? *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation

4. Land Use and Transportation Organizational Unit Number: *

- 100-6010 Long Range Planning
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 376-6065 North Bethany SDC

5. Is this Org Unit internally-facing? *

Yes

No

6. How many FTE positions are currently funded within this Org Unit in **FY 22-23**? *

0

The value must be a number

7. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your base budget**? *

0

The value must be a number

8. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

0

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario**? *

0

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario**? *

0

The value must be a number

11. What is your **current** Materials and Services Budget for **FY 22-23**? *

150000

The value must be a number

12. What is your Materials and Services Budget for **FY 23-24 in your base budget?** *

150000

The value must be a number

13. What is your **proposed** Materials and Services Budget for **FY 23-24 in your 4% decision scenario?**

*

150000

The value must be a number

14. What is your **proposed** Materials and Services Budget for **FY 23-24 in your 7% decision scenario?**

*

150000

The value must be a number

15. What is your **proposed** Materials and Services Budget for **FY 23-24 in your 10% decision scenario?** *

150000

The value must be a number

Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

Internal org units, while not providing client services, may still need to provide language access, for example, via web site development, wayfinding in facilities.

16. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

17. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This program has access to the LUT Administrative Services 168-6040 translation and interpretation services contract.

18. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

19. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

20. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

21. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

22. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios. This fund is used for SDC/TDT Fee collection. Funds are transferred and allocated under Fund 215-0685 North Bethany County Service District.

23. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equitable Organizational Development

A diverse and inclusive workforce with representation from disproportionately burdened communities and information accessibility and quality of programs and services helps make our government more responsive to the community we serve. We also need to invest in our workforce's knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services can help build equity, diversity and inclusion best practices into all aspects of the organization.

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Looking at your staff and leadership diversity can help you determine where you need to invest in staff diversity learning, recruitment, leadership development, skill development and retention efforts.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data.

24. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the Washington County community? *

- Yes
- No
- Unsure

25. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list)

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

26. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the Washington County community? *

- Yes
- No
- Unsure

27. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

28. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

29. Details/more information:

Please provide any information you wish regarding your answer to the question above.

30. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

31. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

32. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

33. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

34. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios. This fund is used for SDC/TDT Fee collection. Funds are transferred and allocated under Fund 215-0685 North Bethany County Service District.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

35. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

N/A. This fund is used for SDC/TDT Fee collection. Funds are transferred and allocated under Fund 215-0685 North Bethany County Service District.

36. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

N/A. This fund is used for SDC/TDT Fee collection. Funds are transferred and allocated under Fund 215-0685 North Bethany County Service District.



View results

Respondent

16 Anonymous

02:59

Time to complete

Budget Equity Tool Summary and Instructions

Budget Equity Tool Strategies and Questions

Washington County's FY2023-24 Budget Equity Tool for internally facing Org Units is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of two (2) strategy areas and associated questions:

1. Civil Rights
2. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Internally facing Org Units with Personnel Costs are required to complete this Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in this Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool - Internally-facing Org Unit trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your Department? *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation

4. Land Use and Transportation Organizational Unit Number: *

- 100-6010 Long Range Planning
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 78-6065 - Bonny Slope West Transportation SDC

5. Is this Org Unit internally-facing? *

Yes

No

6. How many FTE positions are currently funded within this Org Unit in **FY 22-23**? *

0

The value must be a number

7. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your base budget**? *

0

The value must be a number

8. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

0

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario**? *

0

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario**? *

0

The value must be a number

11. What is your **current** Materials and Services Budget for **FY 22-23**? *

5788783

The value must be a number

12. What is your Materials and Services Budget for **FY 23-24 in your base budget?** *

4998338

The value must be a number

13. What is your **proposed** Materials and Services Budget for **FY 23-24 in your 4% decision scenario?**

*

4998338

The value must be a number

14. What is your **proposed** Materials and Services Budget for **FY 23-24 in your 7% decision scenario?**

*

4998338

The value must be a number

15. What is your **proposed** Materials and Services Budget for **FY 23-24 in your 10% decision scenario?** *

4998338

The value must be a number

Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

Internal org units, while not providing client services, may still need to provide language access, for example, via web site development, wayfinding in facilities.

16. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

17. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This program has access to the LUT Administrative Services 168-6040 translation and interpretation services contract.

18. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

19. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

20. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

21. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

22. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios. This fund is used for SDC/TDT Fee collection.

23. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equitable Organizational Development

A diverse and inclusive workforce with representation from disproportionately burdened communities and information accessibility and quality of programs and services helps make our government more responsive to the community we serve. We also need to invest in our workforce's knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services can help build equity, diversity and inclusion best practices into all aspects of the organization.

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Looking at your staff and leadership diversity can help you determine where you need to invest in staff diversity learning, recruitment, leadership development, skill development and retention efforts.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data.

24. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the Washington County community? *

- Yes
- No
- Unsure

25. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list)

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

26. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the Washington County community? *

- Yes
- No
- Unsure

27. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

28. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

29. Details/more information:

Please provide any information you wish regarding your answer to the question above.

30. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

31. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

32. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

33. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

34. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios. This fund is used for SDC/TDT Fee collection.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

35. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

N/A. This fund is used for SDC/TDT Fee collection. Funds are transferred and allocated under other funds.

36. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

N/A. This fund is used for SDC/TDT Fee collection. Funds are transferred and allocated under other funds.



View results

Respondent

52 Anonymous

04:22

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- 434-6090

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

2221880

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

We create an SDL for any new development adding streetlights not on arterials or collectors. We don't determine who receives our service. The determination is made by new development. We have not budgeted for this previously, but have added a budgeted amount to our FY 2023-24 budget as an estimate.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

None, as these costs have been included in our Administrative Services budget.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

500

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

500

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

500

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

500

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$500 for translation services. This is a special fund and not subject to the decision reduction scenarios

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

This is a special district with an established database to track all lighting costs, tax assessment rates and a large portion of this budget is based on PGE rates and charges.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None, data is determined by development

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

Unknown as this program's work is determined by development.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We determined we needed to increase our budget to include translation services.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

N/A

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

N/A

33. How did you incorporate that community feedback into your **proposed** budget? *

N/A

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Administrative Services program 100-6040 budgets for Community Engagement Activities for this Fund. This is a special fund and not subject to the decision reduction scenarios

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

We create an SDL for any new development adding streetlights not on arterials or collectors. We don't determine who receives our service. The determination is made by new development.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

500

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

500

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

500

The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

500

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$500.00 for translation services

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We have added translation services funds to our FY 2023-24 budget.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

61. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

62. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This fund does not have personnel - Not subject to budget scenario effort

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

It has become apparent that we have limited data; yet we don't decide who our community members are for this program. It is determined by development.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Nothing to add



[View results](#)

Respondent

62

Anonymous

13:08

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT

4. Please select your Budget Operating Area from the dropdown menu. *

Land Use and Transportation



5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- Other

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

26.1

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget?** *

26.1

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario?** *

26.1

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

26.1

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

26.1

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

276149

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

1010985

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

1010985

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?**

*

1010985

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

1010985

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$2000 (Estimate) Comes out of Services-professional. \$1,400 has been spent so far in 22-23.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10000

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10000

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10000

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10000

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

27. Please specify what **class specifications** are designated as bilingual-required and how many employees serve in each class specification. *

If needed, further explanation can be provided in the "Details/more information" question.

We have a Management Analyst I that works with our team on translations for the web and social media applications and can assist with interpretation as needed. On-call translation and interpretation services are also available as needed. The department proposes to hire a Community Program Outreach Specialist bi-lingual person to provide additional language support across the department.

28. Details/more information:

Please provide any information you wish regarding your answer to the questions above.

29. What total **number** of your staff receive a bilingual pay differential? *

Please enter *number* only. Staff may be eligible to receive the bilingual pay differential even if they are not in a "bilingual required" position. If needed, further explanation can be provided in "Details/more information" question below.

For information on Washington County Bilingual Pay Policy:

https://www.co.washington.or.us/Support_Services/upload/Bilingual-Pay-Policy-with-Fillable-Form.pdf

The value must be a number

30. Details/more information:

Please provide any information you wish regarding your answer to the questions above.

31. What languages do the staff receiving bilingual pay speak? *

Please specify number of staff per language.

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

32. What data on client utilization, quality, and outcomes did you use to develop your **proposed** budget? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

The need to engage with all people, particularly those traditionally excluded from the decision-making processes, is critical. While our population data indicates that nearly 25% report speaking a language other than English at home, those who engage with our processes is not even measurable. We need to do more. and we need to do it better

33. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

We did not consider data so much as we considered a lack of data. We are not reaching those whose first language is not English. We need to do more. Translations/interpretation is a tool to help us do that.

34. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

While we are reaching those who place their racial or ethnic identity as white, we are not reaching statistically significant numbers of nonwhites. If we're not reaching them, if they're not hearing about our services, we don't know if there are access, quality, or outcome issues.

35. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We are hopeful that our hiring of the equity manager and outreach coordinator will justify the need for increased translation and interpretation as awareness of our services and initiatives grows.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

36. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

County budget town hall. Boards and Commissions. Participated in hiring process for Equity Policy Manager.

37. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

During the MSTIP and Middle Housing Focus Groups and Listening Sessions, we heard that safety - primarily incomplete sidewalks, lighting improvement, etc. - was an issue. Houselessness, walking distance to amenities and public transportation, access to airport and traffic congestion were also common themes.

38. How did you incorporate that community feedback into your **proposed** budget? *

Focus groups and listening sessions will likely fall under the purview of the Public Outreach Specialist. The Communications Team involvement is yet to be determine, but is likely to be more of a support role in terms of creating materials that support, promote and report out on outreach events. In addition, the Communications Team will likely continue to create and promote online events and support table participation at community events.

39. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

10360

The value must be a number

40. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

10360

The value must be a number

41. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

10360

The value must be a number

42. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

10360

The value must be a number

43. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

44. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

45. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

46. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

10000

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

48. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10000

The value must be a number

49. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10000

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10000

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10000

The value must be a number

52. Details/more information:

Please provide any information you wish regarding your answer to the question above.

53. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

A key element to improving outcomes to communities experiencing inequities is to more stringently apply our Plain Language initiative, as technical jargon limits the understanding, relevance and interest in our messages, irrespective of language barriers.

54. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

55. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

56. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

57. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

58. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

59. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

60. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

61. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

62. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data

- OEICE-provided workforce diversity data by department

- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

Hispanic or Latina/o/x of any race

Black/African American

American Indian or Alaska Native

Asian

Native Hawaiian or Pacific Islander

Two or more races

White

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

29400

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$2,500 for EDI certification + \$1,900 for EDI focused training in Admin Services. \$25,000 for department wide EDI training.

65. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

179400

The value must be a number

66. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

179400

The value must be a number

67. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

179400

The value must be a number

68. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

179400

The value must be a number

69. Details/more information:

Please provide any information you wish regarding your answer to the question above.

"\$2,500 for EDI certification + \$1,900 for EDI focused training. An increase over last year. We have also allocated \$125,000 towards a strategic investment that will be EDI focused with an additional \$25,000 to be used for Coaching and employee development and \$25,000 for Department wide EDI training.

Recruitments: a) Target advertising to reach a more diverse applicant pool. (i.e. Spanish radio, Black Engineers Assn.) b) Offering interview candidates questions in their first language as they prepare to interview. c) Revisit interview practices for maintenance workers to make the process more inclusive and equitable. (i.e. job fair) d) Include statements in job postings encouraging applications from under-represented groups."

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

70. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

This tool has emphasized the need to focus our funding on those who have historically been overlooked in the allocation of government resources.

71. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Too early to tell? I think this question might be best asked after the allocation process has been finalized.

View results

Respondent

43 Anonymous

05:15

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- Other

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

54.02

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

49.71

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

49.71

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

49.71

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

49.71

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

391742

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

2285184

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

2285184

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

2285184

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

2285184

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

We do not have accurate information on this need. Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving. We budgeted \$6,000 to ensure that services is available

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Professional Services - budgeted up to \$1,000 for translation, interpretation and accommodation in accordance with County and Department LEAP policies/procedures and to meet goals of the Equity Framework for Outreach.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

1000

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Professional Services - budgeted up to \$1,000 for translation, interpretation and accommodation in accordance with County and Department LEAP policies/procedures and to meet goals of the Equity Framework for Outreach.

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

27. Please specify what **class specifications** are designated as bilingual-required and how many employees serve in each class specification. *

If needed, further explanation can be provided in the "Details/more information" question.

Senior Permit Tech

28. Details/more information:

Please provide any information you wish regarding your answer to the questions above.

29. What total **number** of your staff receive a bilingual pay differential? *

Please enter *number* only. Staff may be eligible to receive the bilingual pay differential even if they are not in a "bilingual required" position. If needed, further explanation can be provided in "Details/more information" question below.

For information on Washington County Bilingual Pay Policy:

https://www.co.washington.or.us/Support_Services/upload/Bilingual-Pay-Policy-with-Fillable-Form.pdf

1

The value must be a number

30. Details/more information:

Please provide any information you wish regarding your answer to the questions above.

31. What languages do the staff receiving bilingual pay speak? *

Please specify number of staff per language.

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

32. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget**? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

33. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

34. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

While not directly racial, we believe language access remains a potential barrier to accessing our public-facing services, as well as knowing who to call for what service. Translation and interpretation services are provided when requested.

35. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We anticipate spending more on language assistance and making it easier for people to reach the county when they need our services.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

36. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

County budget town hall.

37. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

Limited input from these communities tells us that we are not reaching and/or engaging with them effectively.

38. How did you incorporate that community feedback into your **proposed** budget? *

Focus groups and listening sessions will likely fall under the purview of the Public Outreach Specialist. The Communications Team involvement is yet to be determine, but is likely to be more of a support role in terms of creating materials that support, promote and report out on outreach events. In addition, the Communications Team will likely continue to create and promote online events and support table participation at community events.

39. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

40. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

41. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

43. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

44. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

45. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

None at this time; Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

46. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

48. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

49. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

52. Details/more information:

Please provide any information you wish regarding your answer to the question above.

53. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

54. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

55. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

56. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

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Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

58. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Not subject to budget scenario effort

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

59. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

60. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

61. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

62. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

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- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

4000

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, for FY 23-24 we are allocating about \$4,000 for EDI-focused training. Staff time is provided to participate in equity programs, committees, affinity groups, and training.

65. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

66. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

67. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

68. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

69. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, for FY 23-24 we are allocating about \$4,000 for EDI-focused training. Staff time is provided to participate in equity programs, committees, affinity groups, and training.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

70. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

Identified opportunities to improve accommodations and language support for customers.

71. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

It would be beneficial to have easy access to the data available to us via SharePoint, or some other saveable location. We would really like the opportunity to review and analyze through out the year. We want to proactively use this valuable information to make measurable progress in our equity goals.



View results

Respondent

39 Anonymous

05:52

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- Other

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

46.35

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

46.35

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

46.35

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

2049780

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving. Translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service. Bilingual pay needs to be considered in future budgets.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$0 in Operating Budget. Translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This budget does not have accommodations, translation and interpretation. These costs are rolled into project expenditures. Translation and interpretation services are paid for by the individual project based on needs (Funds 362, 368, 374)

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

This program supports construction of capital projects using multiple funding sources. Projects are approved by the Board of Commissioners with input from the Washington County Coordinating Committee and the community. Improving engagement with under-represented communities is a high priority.

Prior capital project funding commitments are the primary factors in developing the proposed yearly budget. Project budgets are built based on cost of design, right-of-way, and construction and include allowances for open houses and community engagement.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

This data is not currently available. We are developing tools to help us collect & disaggregate data by race, language, and ethnicity.

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

While not directly racial, we believe language access remains a potential barrier to accessing our public-facing services, as well as knowing who to call for what service. Translation and interpretation services are provided when requested.

As additional 2020 Census data is available, we will do more community demographic analysis to look for potential inequities in our communities.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We anticipate spending more on language assistance and making it easier for people to get information about our projects and easier for the public to reach out to the County when they need our services.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

County budget town hall and various project-focused open houses and community meetings. Staff also attend CPO meetings to discuss specific projects. This outreach is done at the Department level.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

Limited input from these communities tells us that we are still not reaching and/or engaging with them effectively.

Community input often includes request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and improved access to transit.

33. How did you incorporate that community feedback into your **proposed** budget? *

Limited input from these communities tells us that we are still not reaching and/or engaging with them effectively.

Community input often includes request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and improved access to transit.

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

70300

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

70300

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

70300

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

70300

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$70,300 for ½ Senior Communication and Education Specialist position, in addition translation and interpretation costs are rolled into the project expenditures where they are included in Public Notices and in costs for Open Houses and community outreach events as a professional service. No impact from 4% decision scenario.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

Some culturally specific services are rolled into the project expenditures where they are included as part of preliminary engineering cost.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

We are working with the Communications Team staff as they incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services.

We will continue to ensure consultants selected to design capital projects meet E&I goals as stated in their RFP response.

We will use new purchasing guidelines to assist COBID contractors to quote or bid on capital projects.

Participation in C2P2 (Construction Career Pathways Project) with Metro and other area jurisdictions should help improve workforce participation of women and Black, Indigenous, and people of color in transportation project construction.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

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- White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

29000

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, for FY 22-23, we are allocating about \$29,000 for professional and leadership development, with about \$3,500 specifically for individual EDI-focused trainings. Staff time is provided to participate in equity programs, committees, affinity groups, and training.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

3400

The value must be a number

61. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

3400

The value must be a number

62. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

3400

The value must be a number

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

3400

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This Org Unit is not doing a 4%, 7% or 10% reduction scenario

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

We realized that we have limited data and that few resources are directed specifically to equity priority communities. We learned that we can do more to engage the people that we serve so that everyone has improved access to our services and is able to understand the information we provide relating to our projects. In an effort to think critically and make valuable change, early access to the tools the County has available would be beneficial.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

It would be beneficial to have easy access to the data available to us via SharePoint, or some other saveable location. We would really like the opportunity to review and analyze through out the year. We want to proactively use this valuable information to make measurable progress in our equity goals.



View results

Respondent

48 Anonymous

05:59

Time to complete

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4. Equitable Services, and
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3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- Other

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

4.75

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

4.58

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

4.58

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

4.58

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

4.58

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

19390

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

217508

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

217508

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

217508

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

217508

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

This work group serves walk-in developer/builder clients. A percentage breakdown of that clientele is not available but we can report that the need for interpretation/translation has been an extreme rarity--but can be met with the assistance of nearby bilingual staff. Budgetary allocations have been based on experienced/historical need.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

None currently, but will when the need is evident.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

300

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

300

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

300

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

300

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is a special fund and not subject to the decision reduction scenarios

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

This program does not choose or select its clients; it serves all comers--walk-in traffic. Interactions with clients/public in the past have been successful, providing little/no data that would prompt a change in budget development.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

None. This program does not have any control over who becomes a client.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

This program is unable to specifically target any group or sub-group of clients.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

Through the County Budget Town Hall meetings and budget hearings/presentations open to the public.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

There were no comments/responses.

33. How did you incorporate that community feedback into your **proposed** budget? *

Focus groups and listening sessions will likely fall under the purview of the Public Outreach Specialist. The Communications Team involvement is yet to be determine, but is likely to be more of a support role in terms of creating materials that support, promote and report out on outreach events. In addition, the Communications Team will likely continue to create and promote online events and support table participation at community events.

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

300

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

300

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

300

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

300

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

The Department is hiring a department-wide community outreach coordinator and equity policy coordinator to work with the department Communications Team and our various divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Services are provided to all clients regardless of their cultural background.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

None

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

300

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

This objective would require some study and planning, but even then improving outcomes for the groups mentioned could not be assured.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

None focused with that degree of specificity. Not subject to budget scenario effort.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

61. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

62. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Not subject to scenario allocation effort

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

It has become apparent that we have limited data; yet we don't decide who our community members are for this program. It is determined by development.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Nothing to add



View results

Respondent

42 Anonymous

12:02

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- Other

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

16.31

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

13.52

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

13.52

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

13.52

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

13.52

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

170868

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

710211

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

710211

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

710211

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

710211

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving. We do not have accurate information on this need. We budgeted \$1,000 to ensure that services is available

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

6000

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Professional Services - budgeted up to \$6,000 for translation, interpretation and accommodation in accordance with County and Department LEAP policies/procedures and to meet goals of the Equity Framework for Outreach.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

6000

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

6000

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

6000

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

6000

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Professional Services - budgeted up to \$6,000 for translation, interpretation and accommodation in accordance with County and Department LEAP policies/procedures and to meet goals of the Equity Framework for Outreach.

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

Client utilization data (number of permits, inspections and customer contacts) is used to plan future budgets. Quality and outcomes data is limited and not currently used to develop the budget. Anticipated level of development and customer activity are the primary factors in developing the proposed budget

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

Generally none. Requirement need is translation/in office bilingual individuals available. Existing public facing docs noted as not in Spanish, the predominant second language in the area.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

N/A

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

County budget town hall.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

N/A

33. How did you incorporate that community feedback into your **proposed** budget? *

Focus groups and listening sessions will likely fall under the purview of the Public Outreach Specialist. The Communications Team involvement is yet to be determine, but is likely to be more of a support role in terms of creating materials that support, promote and report out on outreach events. In addition, the Communications Team will likely continue to create and promote online events and support table participation at community events.

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Administrative Services program 100-6040 budgets for Community Engagement Activities for this Fund.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

None at this time; Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

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46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Not subject to budget scenario effort

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Working with communications teams in translation services of public website and forms

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

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The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

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The value must be a number

52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

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The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Not subject to budget scenario effort

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
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- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

1200

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, for FY 23-24 we are allocating about \$1,200 for EDI-focused training. Staff time is provided to participate in equity programs, committees, affinity groups, and training.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

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Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

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Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

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Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Not subject to scenario allocation effort

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

Need a more systemic approach in CP budget to better answer questions. Same as comments below

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Need a more systemic approach in CP budget to better answer questions.



View results

Respondent

37 Anonymous

06:53

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- Other

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

52.45

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

51.18

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

51.18

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

51.18

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

51.18

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

1986833

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

3697692

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

3697692

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

3697692

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

3697692

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

"Clients - ETS had 0 charges for translation in FY 22/23 so far.
Communities - This would be consistent with demographic data for all people that live and work in WC because they are likely users of the transportation system
Historical usage, but continue to budget a baseline amount to ensure services are available."

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

Client utilization data (requests for service) is available and used to plan future budgets. Quality and outcomes data is limited and not currently used to develop the budget. Community-driven requests for service, past expenditures, meeting statutory/federal obligations, and equipment lifecycle are the primary factors in developing the proposed budget.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

While not directly racial, we believe language access remains a potential barrier to accessing our services, as well as knowing who to call for what service. Translation and interpretation services are provided when requested.

Neighborhood Streets Program: Traffic calming requests and safety campaigns are community-initiated and led. There are likely individual and community socio-economic factors in both time and resources that affect participation rates in these programs.

As additional 2020 Census data is available, we will do more community demographic analysis to look for potential inequities in our communities.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We anticipate spending more on language assistance and making it easier for people to reach the county when they need our services.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

County budget town hall. Boards and Commissions.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

Community input often includes requests for more sidewalks and pedestrian crossings, bike lanes, street lighting and improved access to transit; and concerns about parking and speeding.

33. How did you incorporate that community feedback into your **proposed** budget? *

Community input informs budget priorities as well as actual spending of funds earmarked to complete service requests throughout the year.

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

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Administrative Services program 100-6040 budgets for Community Engagement Activities for this Fund.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future. Start subscription to Sproutsocial, a tool to allow us to better identify, analyze and reach historically marginalized populations.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

None at this time

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

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Please provide any information you wish regarding your answer to the question above.

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

We are working with the Communications Team staff as they incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

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Please provide any information you wish regarding your answer to the question above.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

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- Hispanic or Latina/o/x of any race
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- American Indian or Alaska Native
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- Native Hawaiian or Pacific Islander
- Two or more races
- White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

3735

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, for FY 22-23, we are allocating about \$3,735 for individual EDI-focused trainings.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

3735

The value must be a number

61. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

3735

The value must be a number

62. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

3735

The value must be a number

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

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The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, for FY 23-24, we are allocating about \$3,735 for individual EDI-focused trainings.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

This has helped us to think about how equity factors into our budget development. There is limited data and that few resources are directed specifically to equity priority communities. We can do more to engage the people that we serve so that everyone has awareness of, and access to our services. We were able to set some short-term and longer-term goals to make improvements on how we think strategically to connect with our equity priority communities.

One of the primary ways we can get better data is to collect more demographic information during requests for service and to make reaching the County to access services easier through translation.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Nothing to add



View results

Respondent

35 Anonymous

07:40

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- Other

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

26.27

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

26.77

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

24.77

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

24.27

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

24.27

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

1245353

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

2022099

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

2022099

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

2022099

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

997036

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

Data collected through planning study online open house surveys did not yield enough diversity in the sample to provide an accurate estimate. The vast majority of respondents selected "white" and spoke English as their main language. Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving. We prepare our budgetary allocation for these services based on historical usage, but continue to budget a baseline amount to ensure services are available and can be expanded.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

10500

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10500

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10500

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10500

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

10500

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

27. Please specify what **class specifications** are designated as bilingual-required and how many employees serve in each class specification. *

If needed, further explanation can be provided in the "Details/more information" question.

Senior Administrative Specialist and Community Service Monitor

28. Details/more information:

Please provide any information you wish regarding your answer to the questions above.

29. What total **number** of your staff receive a bilingual pay differential? *

Please enter *number* only. Staff may be eligible to receive the bilingual pay differential even if they are not in a "bilingual required" position. If needed, further explanation can be provided in "Details/more information" question below.

For information on Washington County Bilingual Pay Policy:

https://www.co.washington.or.us/Support_Services/upload/Bilingual-Pay-Policy-with-Fillable-Form.pdf

2

The value must be a number

30. Details/more information:

Please provide any information you wish regarding your answer to the questions above.

31. What languages do the staff receiving bilingual pay speak? *

Please specify number of staff per language.

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

32. What data on client utilization, quality, and outcomes did you use to develop your **proposed** budget? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

33. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

34. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

Data collected through planning study online open house surveys did not yield enough diversity in the sample. The vast majority of respondents selected "white" and spoke English as their primary language. While not directly racial, we believe language access remains a potential barrier. Translation and interpretation services are provided when requested. As additional 2020 Census data is available, we will do more community demographic analysis to look for potential racial inequities in our communities.

35. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We have maintained a high funding allocation for language assistance.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

36. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

County budget town hall and outreach on various planning projects. Staff also regularly attends Community Participation Organization (CPO) meetings and organizes open houses to reach out to various community or special-interest groups about proposed ordinances, future plans related to land development and roads, etc.

37. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

Limited input from these communities tells us that we are not reaching and/or engaging with them effectively.

38. How did you incorporate that community feedback into your **proposed** budget? *

Community input informs budget priorities as well as actual spending of funds earmarked to complete service requests throughout the year.

39. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

40. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

41. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

43. Details/more information:

Please provide any information you wish regarding your answer to the question above.

This is part of individual projects we work on as well. For instance, about \$50k is earmarked for community engagement as part of the Significant Natural Resources consultant work. [More examples from Transportation Planning] No cuts were made. I don't have a specific budget number

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

44. How are you investing in culturally specific services? *

Consultant and community-based organization work this past year help us develop an equity framework that we intend to use for upcoming projects to engage historically excluded communities and help build relationships in more communities of equity concern. Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

45. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

None at this time

46. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

48. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

49. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

52. Details/more information:

Please provide any information you wish regarding your answer to the question above.

53. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern. Communications Team staff hopes to incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services. We intend to use the equity framework, developed last year with an equity consultant and community based organizations, on upcoming projects.

54. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

55. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

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0

The value must be a number

56. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

57. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

58. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

59. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

60. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

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- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

61. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

62. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

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- White

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

2000

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, for FY 22-23 we are allocating about \$2,000 specifically for staff EDI training and development opportunities. Staff time is provided to participate in equity programs, committees, affinity groups, and training. [Mark is trying to figure out where this figure came from and if we should include in budget for this year]

65. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

66. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

67. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

68. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

69. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, for FY 22-23 we are allocating about \$2,000 specifically for staff EDI training and development opportunities. Staff time is provided to participate in equity programs, committees, affinity groups, and training. [Mark is trying to figure out where this figure came from and if we should include in budget for this year]

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

70. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

We discovered opportunities to improve data collection and analysis, and to think more strategically about how we can engage effectively with equity priority committees in more of our work.

71. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Nothing to add



View results

Respondent

40 Anonymous

07:08

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
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4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- Other

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

17824696

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

We do not have accurate information on this need. Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving.

We work with community members providing Community Service who often require translation or interpretation services. One of our Community Service Monitors is bilingual and uses Spanish almost daily.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Contracted translation and interpretation services are paid through Professional Services.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

27. Please specify what **class specifications** are designated as bilingual-required and how many employees serve in each class specification. *

If needed, further explanation can be provided in the "Details/more information" question.

28. Details/more information:

Please provide any information you wish regarding your answer to the questions above.

29. What total **number** of your staff receive a bilingual pay differential? *

Please enter *number* only. Staff may be eligible to receive the bilingual pay differential even if they are not in a "bilingual required" position. If needed, further explanation can be provided in "Details/more information" question below.

For information on Washington County Bilingual Pay Policy:

https://www.co.washington.or.us/Support_Services/upload/Bilingual-Pay-Policy-with-Fillable-Form.pdf

The value must be a number

30. Details/more information:

Please provide any information you wish regarding your answer to the questions above.

31. What languages do the staff receiving bilingual pay speak? *

Please specify number of staff per language.

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

32. What data on client utilization, quality, and outcomes did you use to develop your **proposed** budget? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

33. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

34. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

While not directly racial, we believe language access remains a potential barrier to accessing our public-facing services, as well as knowing who to call for what service. Translation and interpretation services are provided when requested.

As additional 2020 Census data is available, we will do more community demographic analysis to look for potential inequities in our communities.

35. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We anticipate spending more on language assistance and making it easier for people to reach the county when they need our services.

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

36. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

County budget town hall.

37. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

Limited input from these communities tells us that we are not reaching and/or engaging with them effectively.

Community input often includes request for more sidewalks and pedestrian crossings, bike lanes, street lighting, and improved access to transit.

38. How did you incorporate that community feedback into your **proposed** budget? *

Community input informs budget priorities as well as actual spending of funds earmarked to complete service requests throughout the year.

39. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

40. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

41. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

43. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

44. How are you investing in culturally specific services? *

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

45. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

None. Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

46. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$0. Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

48. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

49. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

52. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

53. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

We will continue to focus more attention and effort on the consideration of equity in all of our ongoing work with the goal of improving outcomes for equity communities of concern.

We are working with the Communications Team staff as they incorporate plain language updates and improve language access to project webpages and documents and facilitate translation and interpretation services.

54. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

55. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

56. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

57. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

58. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Hiring a department-wide community outreach coordinator and equity policy coordinator to work with our Communications Team and our divisions, will better position the department to develop and advance a strategy to reach and build relationships with historically excluded or marginalized communities. This should lead to more culturally-specific services being provided in the future.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

59. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

60. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

61. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

62. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

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- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

8000

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, we allocate about \$8k for EDI-focused training and development. Staff time is provided to participate in equity programs, committees, affinity groups, and training.

65. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

66. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

67. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

68. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

69. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

70. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

This has helped us to think critically about how equity factors into our budget development. We realize that we collect and have limited data and that few resources are directed specifically to equity priority communities. We learned that we can do more to engage the people that we serve so that everyone has awareness of, and access to our services. We were able to set some short-term and longer-term goals to make improvements on how we think strategically to connect with our equity priority communities.

One of the primary ways we can get better data is to collect more demographic information during requests for service and to make reaching the County to access services easier through translation.

71. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Data consolidation opportunities for a single tab with filters and friendly column alignment so everything can fit on one screen without having to scroll for easier data entry. Perhaps pre-populate data using inputs from the previous year to allow for easier adjustments with new year updates. Another consideration would be to keep question numbers the same for easier comparison year over year, and/or having historical data captured in a column to the right for easy reference, etc.



View results

Respondent

41 Anonymous

11:18

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- Other

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

3.96

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

3.79

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

3.79

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

3.79

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

3.79

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

50959

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

205352

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

205352

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

205352

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

205352

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

Clients - Hard to know other than what are we spending on the services. PLC had 0 charges for translation in FY 22/23 so far
Communities - This would be consistent with demographic data for all people that live and work in WC because they are likely users of the transportation system
Historical usage, but continue to budget a baseline amount to ensure services are available.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$0 budgeted but Contracted translation and interpretation services can be paid through Professional Services if needed.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget**? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

\$0 budgeted but Contracted translation and interpretation services can be paid through Professional Services if needed.

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

Services are provided to all equally.

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

N/A

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

None specific to this section

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

N/A

33. How did you incorporate that community feedback into your **proposed** budget? *

Focus groups and listening sessions will likely fall under the purview of the Public Outreach Specialist. The Communications Team involvement is yet to be determine, but is likely to be more of a support role in terms of creating materials that support, promote and report out on outreach events. In addition, the Communications Team will likely continue to create and promote online events and support table participation at community events.

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

35. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

36. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

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37. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

38. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Administrative Services program 100-6040 budgets for Community Engagement Activities for this Fund.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Services are provided to all clients regardless of their cultural background.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

None at this time.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

42. Details/more information:

Please provide any information you wish regarding your answer to the question above.

43. What **dollar amount** of your Org Unit's Materials and Services **in your FY2023-24 base budget** is allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

44. What **dollar amount** of your Org Unit's Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

45. What **dollar amount** of your Org Unit's Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

46. What **dollar amount** of your Org Unit's Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is being allocated for culturally specific services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Services are provided to all clients regardless of their cultural background.

49. What **dollar amount** of your Org Unit's Materials and Services is allocated **in your FY2023-24 base budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

281

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, for FY 22-23, we are allocating about \$281 for individual EDI-focused trainings.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

61. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

62. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

In addition to a department-wide EDI-focused training allocation, for FY 23-24, we are allocating about \$300 for individual EDI-focused trainings.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

Nothing to add

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Nothing to add



View results

Respondent

36 Anonymous

06:33

Time to complete

Budget Equity Tool for Community-facing Org Units - Strategies and Instructions

Budget Equity Tool Strategies

Washington County's FY2023-24 Budget Equity Tool is a set of several equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of government resources. Specifically, it is comprised of five (5) strategy areas and associated questions that build equity into County budgeting:

1. Client Civil Rights
2. Equity Data
3. Community Engagement
4. Equitable Services, and
5. Equitable Organizational Development

The final section focuses on process evaluation.

Budget Equity Tool Instructions

1. All Org Units with Personnel Costs are required to complete the Budget Equity Tool.
2. If an Org Unit determines it cannot complete any question in the Budget Equity Tool, it will need to **provide a justification as to why not by email, as soon as possible**, with its Department Director, OEICE and its Assistant County Administrator. Your feedback helps us learn and adjust the process going forward.
3. We recommend Department Directors, budget analysts, and others who play a lead role in developing budget proposals complete the tool. Additionally, we suggest that Departments work with imbedded resources such as Equity Leadership Council committee members, LEAP Committee members, dedicated equity and community engagements staff, etc.
4. Please attend one of the scheduled Budget Equity Tool trainings or participate in a recorded one, and utilize the Office of Equity, Inclusion, and Community Engagement (OEICE) for support.
6. All submissions must be made using the Budget Equity Tool Microsoft Form.
7. Concise answers are encouraged. Please keep answers to no longer than 400 words in length.

Departmental and Organizational Unit Information

1. Name: *

Michelle Morato

2. Role / Position Title: *

Management Analyst II

3. What is your department? *

LUT Administration

4. Please select your Budget Operating Area from the dropdown menu. *

- General Government
- Public Safety and Justice
- Land Use and Transportation
- Housing, Health and Human Services
- Culture, Education and Recreation
- Transportation
- Service Districts
- Facilities and Technology
- Risk Management and Insurance
- Replacement and Reserve
- Debt Service
- Miscellaneous and Non-Departmental

5. Land Use and Transportation Organizational Unit Number *

- 100-6010 Long Range Planning.
- 100-9610 Watermaster
- 168-6030 Engineering/Surveying
- 168-6040 LUT Administration
- 168-6050 Capital Project Services
- 168-6060 LUT Operations & Maintenance
- 170-6030 Public Land Corners
- 172-6020 Current Planning
- 174-6020 Building Services
- 216-6030 County Surveyor
- Other

6. Is this Org Unit Community-facing? *

- Yes
- No

7. How many FTE positions are **currently** funded within this Org Unit in **FY 22-23**? *

1.98615

The value must be a number

8. How many FTE positions are funded within this Org Unit in your **FY 23-24 base budget**? *

1.98615

The value must be a number

9. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 4% decision scenario**? *

1.74615

The value must be a number

10. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 7% decision scenario?** *

1.74615

The value must be a number

11. How many FTE positions are **proposed** within this Org Unit for **FY 23-24 in your 10% decision scenario?** *

1.74615

The value must be a number

12. What is your **current** Materials and Services budget for **FY 22-23?** *

31413

The value must be a number

13. What is your Materials and Services budget in your **base budget** for **FY 23-24?** *

159614

The value must be a number

14. What is your **proposed** Materials and Services budget for **FY 23-24 in your 4% decision scenario?** *

159614

The value must be a number

15. What is your **proposed** Materials and Services budget for **FY 23-24 in your 7% decision scenario?** *

159614

The value must be a number

16. What is your **proposed** Materials and Services budget for **FY 23-24 in your 10% decision scenario?** *

159614

The value must be a number

Client Civil Rights

Ensuring equitable access to programs and services: accommodations, translation and interpretation

Our communities are entitled to equitable access to our County programs and services, and we must eliminate barriers that prevent or obstruct their access. Many of our community members have physical disabilities and/or speak languages other than English. Per Civil Rights Law, we are required to offer reasonable accommodations, translation and interpretation services at no charge to the client.

Departments should ensure that public documents, policies, plans, meetings, and hearings are readily accessible to the public, which includes proactive translation of **vital** documents into languages spoken by over 1,000 or 5% (whichever is less) of current/potential clients with limited English proficiency, and ensuring interpretation services are available to clients and the public (at service desks, service phone lines, open houses, public meetings, etc.).

17. What **percentage** of the clients and/or communities you serve need interpretation, translation, or accommodation services? *

Please enter *percentage* only. If needed, further explanation can be provided in the next question. If you are unsure, please enter 999.

25

The value must be a number

18. If you are uncertain about the % of your population needing interpretation, translation, or accommodations, please briefly share how you estimate your budgetary allocations for these services:

Please provide any information you wish regarding your answer to the question above.

Based on demographic profiles of our county (nearly 25% report speaking a language other than English at home), we are certain that there are members of equity priority communities that may be in need of translation/interpretation that we are not currently reaching or serving. By utilizing demographic data for all people that live and work in Washington County.

19. What **dollar amount** of your FY 22-23 Materials and Services budget does your Org Unit **currently** allocate for accommodations, translation and interpretation? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

2020

The value must be a number

20. Details/more information:

Please provide any information you wish regarding your answer to the question above.

21. What **dollar amount** of your Materials and Services budget is allocated for accommodations, translation and interpretation in your Org Unit's **FY2023-24 base budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2020

The value must be a number

22. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 4% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2020

The value must be a number

23. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 7% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2020

The value must be a number

24. What **dollar amount** of your Org Unit's Materials and Services budget is allocated for accommodations, translation and interpretation **in the 10% decision scenario of your proposed FY2023-24 budget?** *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2020

The value must be a number

25. Details/more information:

Please provide any information you wish regarding your answer to the question above.

26. Do you have **bilingual-required positions** in your Org Unit?

Position where bilingual skills are **required** (as opposed to bilingual *preferred*).

Yes

No

Equity Data

Several County Departments collect client demographic data on utilization of several programs and services. Departments may analyze census or other community level data to inform community needs and inequities that exist at a community level. Peer reviewed research may also inform inequities known to be present in the general field of work performed by the org unit. These data should be used along with org unit-specific service quality and outcomes data to inform how you allocate resources to close known or suspected equity gaps in our County programs and services.

27. What data on client utilization, quality, and outcomes did you use to develop your **proposed budget?** *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

This data is not currently available.

28. What data disaggregated by race/ethnicity/language did you consider? *

Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive).

None

29. What racial inequities exist in access, quality, and outcomes of your services? *

Access - what are the demographics of the individuals using the services you provide? Do they reflect the demographics of the community eligible for services?

Quality - do individuals served receive the same quality of service (defined by timeliness, cultural appropriateness, empathy, cultural values alignment, etc.)?

Outcomes - do service recipients experience the desired service outcomes at the same rate?

N/A

30. How did consideration of this data drive your **proposed** allocation of resources to address identified racial equity gaps in access, quality, and outcomes? *

We currently don't collect this data but do understand and acknowledge that there are racial equity gaps out there."

Community Engagement

In 2022, the Washington County Board adopted policy that guides equitable community engagement. The policy recognizes that engaging communities most likely to be adversely impacted by a decision in the actual decision-making process is one of the cornerstones of good governance. Community can share important information about lived experiences, access issues, as well as unmet needs to inform budget decision-making.

The Washington County Board adopted a policy on Equitable Community Engagement that provides support for budgeting for engagement of communities that experience historic and present barriers to engagement. Policy 210 is located at <https://www.washingtoncountyor.gov/oeice/documents/210-equitable-community-engagement/download?inline>

31. How did you engage Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities in the development of your **proposed** budget? (Please specify the names of the individuals, organizations, or groups with which you consulted.) *

For fiscal year 22-23 we operated primarily as a field office of the State Water Resources Department.

32. What did the communities most impacted by inequities tell you about their priorities and unmet needs? *

N/A. We have not had any complaints or concerns from the public we serve.

33. How did you incorporate that community feedback into your **proposed** budget? *

"We would like to contribute to the design of pamphlets and translating services to the county services so that the diverse community in Washington County will have a better understanding of all our services."

34. What **dollar amount** of your Org Unit's Materials and Services is allocated to community engagement **in your FY2023-24 base budget?** *

Please enter *dollar amount* based on FY 2023-24 budget only. If needed, further explanation can be provided in the "Details/more information" question.

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Please provide any information you wish regarding your answer to the question above.

Equitable Quality of Services

Equity ensures that each community can expect the highest possible level of access, quality of service, and outcomes. Culturally specific services delivered by culturally specific organizations is one way to assure high quality access, service and outcomes. These organizations are typically best equipped to offer trusted, affirming and tailored services to diverse communities.

39. How are you investing in culturally specific services? *

Services are provided to all clients regardless of their cultural background.

40. Which community-based organizations are you contracting with for the design/delivery of culturally specific services? *

None at this time.

41. What **dollar amount** of your Org Unit's Materials and Services budget is **currently allocated** for culturally specific services? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

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The value must be a number

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Please provide any information you wish regarding your answer to the question above.

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Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

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47. Details/more information:

Please provide any information you wish regarding your answer to the question above.

48. Beyond culturally specific investments, how will you target resources in your **proposed budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Services are provided to all clients regardless of their cultural background.

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Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

50. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 4% decision scenario of your proposed FY2023-24 budget** to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

51. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 7% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

0

The value must be a number

52. What **dollar amount** of your Org Unit's Materials and Services is being allocated **in the 10% decision scenario of your proposed FY2023-24 budget** to improve to improve outcomes for Black, Indigenous, Latina/o/x, Asian and Pacific Islander, and immigrant and refugee communities experiencing inequities in access and quality of services? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

The value must be a number

53. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Equitable Organizational Development

Input from impacted communities, existing data, and information about accessibility and quality of programs and services is collected and analyzed can also inform the ways your organization can grow its internal knowledge, skills, ability and capacity to assure equity. Workforce and leadership diversity, equitable access to training, and other equity-focused professional services help build equity, diversity and inclusion best practices into all aspects of the organization.

Your HR department is your resource for workforce demographic data and Equal Employment Opportunity data. Looking at your staff and leadership diversity will help you determine where you need to invest in staff diversity, learning, recruitment, leadership development, skill development and retention efforts.

54. Looking at your Equal Employment Opportunity and workforce diversity data, is the **workforce** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

Yes

No

Unsure

55. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **workforce** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

56. Looking at your Equal Employment Opportunity and workforce diversity data, is the **leadership** of your organizational unit representative/reflective of the communities you serve **and the communities experiencing the most inequitable outcomes?** *

- Yes
- No
- Unsure

57. Looking at your Equal Employment Opportunity data and workforce diversity data, on what specific demographics can you focus attention in FY 23-24 so that your **leadership** becomes more representative of the communities you serve, **especially the communities experiencing the most inequitable outcomes?** *

Equal Employment Opportunity data specifically identifies which demographics may be underrepresented in your workforce as compared to the available workforce and the Washington County community. Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive). (Pull out and make bullet list

- EEO data
- OEICE-provided workforce diversity data by department
- Your outcomes data (Include data sources such as program, community, population, and research data. Data may be quantitative (numeric) or qualitative (descriptive)).

- Hispanic or Latina/o/x of any race
- Black/African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Two or more races
- White

58. Beyond direct service delivery, what **dollar amount** of your Materials and Services budget is **currently allocated in FY 22-23** to culturally specific, diversity, inclusion and equity-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* based on FY 2022-23 budget only. If needed, further explanation can be provided in the "Details/more information" question.

2020

The value must be a number

59. Details/more information:

Please provide any information you wish regarding your answer to the question above.

60. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in your FY2023-24 base budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2020

The value must be a number

61. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 4% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2020

The value must be a number

62. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 7% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2020

The value must be a number

63. Beyond direct service delivery, what **dollar amount** of your Materials and Services **in the 10% decision scenario of your proposed FY2023-24 budget** is allocated to culturally specific, equity, diversity and inclusion-focused **professional services** (i.e. staff training, facilitation, strategic planning, policy analysis, recruitment, mentoring, research, consulting, paid internships, leadership development, professional development, etc.)? *

Please enter *dollar amount* only. If needed, further explanation can be provided in the "Details/more information" question.

2020

The value must be a number

64. Details/more information:

Please provide any information you wish regarding your answer to the question above.

Process Evaluation

Please provide any feedback on how this tool helped inform your budget process and how the tool could be improved.

65. What did your Department/Org Unit accomplish by using this tool? What did you learn about equity in the process of building your proposed budget? *

It calls attention to racial equity and how we can come together as a county to try and resolve this issue, be it monetary or staff training.

66. What does your Department/Org Unit recommend for improving the Budget Equity Tool for future budget processes? *

Nothing to add

