



TO: Department Directors

FROM: Elaine Hart, Interim City Manager

SUBJECT: Council Resolution to support and promote Women's equality

DATE: June 20, 2017

On March 23, 2017, the City Council approved Resolution 20170323-054 that directed the City Manager to provide the City of Austin's Commission for Women and the City's Human Rights Commission documentation of all of the City's previous efforts to address gender disparities in the City of Austin (attached). The purpose of this memorandum is to request that each department provide documentation on current and previous programs, that affect the citizen experience and/or workforce operations, which were driven by initiatives to address potential gender disparities and to be inclusive of women. Once this list has been compiled, the Commission for Women and Human Rights Commission will research other practices not documented and develop recommendations for modifying City policies or practices to eliminate potential disparate impacts.

The Human Resources Department is the lead in compiling this information. Please provide details of any program or practice in your department that may be designed to prevent disparate impact and promote gender inclusion and diversity.

The Commission for Women and the Human Rights Commission will jointly submit any recommendations to City Council no later than September 2017.

Attached is a template to use in submitting your department's information. If you have any questions, please contact Jeff Burton (4-3310), Interim HR Assistant Director.

Please email your department's response to Jonathan Babiak in HRD at jonathan.babiak@austintexas.gov by close of business on Friday, June 30th.

Additionally, if you have more detailed program information to provide as backup materials, please feel free to send those as well.

Thank you for your support regarding this request.

Attachment: Gender Disparity Efforts Documentation

Council Resolution to Support and Promote Women's equality
City Council Resolution # 20170323-054

Documentation of all of the City's previous efforts to address gender disparities in the
City of Austin

Department Name
Department POC
Program/Initiative Name
Dates Program/Initiative was/is in effect
Short description of Program/Initiative