

CIVIL RIGHTS, EQUITY, IMMIGRATION, AGING AND DISABILITY and PERSONNEL, AUDITS, AND HIRING COMMITTEES' REPORT relative the implementation of the Citywide Language Access Plan and the inclusion of indigenous languages.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. NOTE and FILE the Community Investment for Families Department (CIFD) transmittal dated October 17, 2023.
2. INSTRUCT the CIFD and other City departments, as appropriate, to collect data on indigenous languages within their service areas.
3. INSTRUCT all City departments to incorporate provisions of services for indigenous languages into their Department Language Access Plan and delivery of services.
4. AUTHORIZE the CIFD, General Manager, to prepare and release a Request for Qualifications to establish a list of qualified vendors to provide indigenous language services and other necessary language services including but not limited to translation, interpretation, training, and consultation.
5. RESOLVE that the employment authority in the CIFD for one Management Analyst (Class Code 9184-0) is APPROVED and CONFIRMED through June 30, 2024 for the implementation of the Citywide Language Access Plan.
6. REQUEST the Controller to transfer \$50,143.32 within CIFD Fund No. 100/21, from Account No. 003040, Contractual Services to Account No. 001010, Salaries, General to support one Management Analyst position for six months.
7. AUTHORIZE the CIFD, General Manager, or designee, to prepare Controller instructions and/or make technical adjustments as necessary to implement the actions approved by the Mayor and Council, subject to the approval of the City Administrative Officer (CAO); and, REQUEST the Controller to implement the instructions.

Fiscal Impact Statement: The CAO reports that there is no impact to the General Fund at this time. The CIFD will use the available balance from the 2022-23 budgeted funds for the Citywide Language Access Program to support six-months funding for one Management Analyst. The annual ongoing cost including direct salary (\$100,287) and related costs (\$48,857) is approximately \$149,144. Funding for future years will be subject to Mayor and Council appropriation through the annual budget process.

Financial Policies Statement: The CAO reports that the recommendations above comply with the City's Financial Policies in that budgeted funds are used for intended purposes.

Community Impact Statement: None submitted

SUMMARY

At the meeting held on January 19, 2024, your Civil Rights, Equity, Immigration, Aging and Disability Committee considered CAO and CIFD reports relative to the implementation of the Citywide Language Access Plan and the inclusion of indigenous languages. After an opportunity for public comment was held, the Committee moved to approve the CAO's recommendations, as detailed above.

Subsequently, on February 6, 2024, the Personnel, Audits, and Hiring Committee also considered this matter and after providing an opportunity for public comment, the Personnel, Audits, and Hiring Committee concurred with the recommendations made previously by the Civil Rights, Equity, Immigration, Aging and Disability Committee.

This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

CIVIL RIGHTS, EQUITY, IMMIGRATION, AGING AND DISABILITY COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
SOTO-MARTINEZ	YES
HUTT	YES
HERNANDEZ	YES
PADILLA	YES
RODRIGUEZ	YES

PERSONNEL, AUDITS, AND HIRING COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
McOSKER	YES
PADILLA	YES
SOTO-MARTINEZ	YES

ME

-NOT OFFICIAL UNTIL COUNCIL ACTS-