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**CALIFORNIA**

**CIVIL + HUMAN RIGHTS**  
**AND EQUITY DEPARTMENT**

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**KAREN BASS**  
**MAYOR**

Date: April 22, 2025

To: Honorable Katy Yaroslavsky, Chair  
and Honorable Members of the Budget and Finance Committee  
c/o City Clerk  
Room 440, City Hall

From: Capri Maddox, General Manager  
Civil, Human Rights and Equity Department

Subject: **COUNCIL FILE 25-0600 - CIVIL, HUMAN RIGHTS AND EQUITY DEPARTMENT  
COMMENTS FOR MAYOR'S FISCAL YEAR 2025-2026 PROPOSED BUDGET**

Dear Honorable Members of the City Council Budget and Finance Committee:

The Civil, Human Rights and Equity Department (LA Civil Rights) sincerely appreciates Mayor Karen Bass, City Administrative Officer Matt Szabo, and their respective budget staffs for their continued commitment to equity and justice. In light of the City of Los Angeles' significant budget deficit, we recognize the difficult decisions being made this year. We are grateful for the Mayor's Fiscal Year 2025 - 2026 Proposed Budget, which even under these challenging circumstances, prioritizes critical investments to allow the LA Civil Rights Department to continue its mission of combating hate, advancing equity, and protecting the civil and human rights of all Angelenos.

With the proposed allocation, the LA Civil Rights Department remains steadfast in its commitment to making measurable, citywide impact. At this critical juncture, the Department does not seek to expand or introduce new services – we are simply asking to preserve a small but vital portion of our current resources, which will allow us to deliver on our core mission. To avoid losing key staff and diminishing anti-hate programming, we respectfully submit highlights of the Department's existing services and request modest, yet essential adjustments in staffing and \$415,856.03 in funding. These resources are crucial to maintain the ongoing work to uplift the people of Los Angeles – particularly our most underserved and marginalized communities.

I. Civil Rights Enforcement

The LA Civil Rights Department enforces the City's Civil and Human Rights Law, which prohibits discrimination in private-sector commerce, education, employment, and housing. Through its Civil Rights Enforcement (CRE) Unit, the Department investigated nearly 1,500 complaints and can impose penalties of up to \$250,000. Since 2024, CRE staff secured voluntary corrective measures in 37 cases, referred 18 cases to no-cost mediation, and issued six formal Notices of Violation, including a high-profile case involving Smart & Final, LLC. The CRE Unit has seen a substantial

rise in cases due to expanded jurisdiction, outreach, and public engagement, including investigations into alleged banking discrimination against the Armenian community, which triggered over 100 new inquiries in just one week and a 280% increase in March 2025. Through enforcement actions, CRE has generated nearly \$35,000 in revenue for the City and is pursuing additional penalties in significant discrimination cases against CVS Pharmacy, Inc., and Forever 21. CRE has also advanced policy work, including leadership on Preventing Digital Discrimination (Council File 20-0761).

## II. Community Engagement

The LA Civil Rights Department engages Angelenos by fostering inclusion and promoting unity across every Council District through cultural celebrations, equity-focused events, and collaborations with faith-based groups, businesses, and community organizations. Our efforts are designed to reach individuals of all backgrounds, ages, abilities, identities, and neighborhoods across the City. The award-winning *LA For All* campaign—featured in over 10,000 locations and available in 21 languages—remains a cornerstone of our outreach strategy. Its recent expansion to the *Just Say Hello* campaign aims to break social barriers and foster belonging among diverse groups. These programs bring residents together, celebrates our mosaic of diversity, and lays the groundwork for long-term sustainability, including plans to generate revenue through *LA For All* merchandise donations by the start of FY 2026, further reducing the Department's reliance on the General Fund.

## III. Commission Support

The LA Civil Rights Department supports and oversees five commissions and advisory boards: the Human Relations Commission, Transgender Advisory Council, Commission on the Status of Women, Commission on Civil Rights, and Reparations Advisory Commission—each advancing equity, inclusion, and justice throughout the City. Together, with 41 commissioners, these bodies have engaged hundreds of community members through initiatives, including the *Young Adult Dinner Dialogues*, *Women of Impact Awards*, and other policy-driven efforts.

## IV. Office of Race and Equity

The Office of Racial Equity (ORE) advances equity-focused initiatives by producing impactful reports, such as the first City-sponsored *Reparations Study* and *Land Acknowledgment Report*; and launching key initiatives, including the Guatemalan Naming Project and the Black People Experiencing Homelessness collaboration. ORE's Volunteer Corps has significantly enhanced outreach and operational efficiency. Additionally, ORE leads the *L.A. REPAIR Participatory Budgeting Pilot Program*, allocating \$8.5 million to nine underserved communities through 19 grantees, promoting the City's commitment to fostering community-driven change.

After thoroughly assessing our critical needs and considering how the Mayor's proposed budget affects our operations, staffing, and services, I respectfully request the following adjustments for consideration by the Budget and Finance Committee in alignment with our mission and priorities:

- **Reallocation of Contractual Services Funding – \$150,000**

The LA Civil Rights Department requests a funding adjustment of \$50,000 to restore the LAPD-provided on-site security at our LA Mall offices. Staff face ongoing safety concerns due to the complex conditions in Downtown Los Angeles. A consistent security presence is essential during commission meetings and after-hours operations, ensuring safe passage for staff and visitors, while helping de-escalate difficult interactions. Reducing this funding would compromise the safety and accessibility of our work environment for employees and the public we serve. Without this support, we risk creating an environment where safety concerns undermine employee well-being and public participation.

We also request a \$100,000 funding adjustment to support needed translation, outreach, and information technology services. These resources are critical to engaging Los Angeles' richly diverse communities, including immigrant populations, who speak more than 220 languages and dialects across our City. Language access is not just a service—it is a civil right, which ensures all Angelenos can understand and benefit from the protections the LA Civil Rights Department provides. In addition, dedicated information technology support is vital for the Department to operate efficiently and securely. Unlike other City departments, LA Civil Rights does not have dedicated information technology staff to support website updates or maintenance of our online marketplace, which is being built with the Office of Finance and JP Morgan Chase to allow the public to support our work through merchandise donations and helps reduce the Department's reliance on the General Fund. Without adequate contractual services funding, we face significant barriers to maintaining reliable systems, protecting sensitive data, and delivering accessible digital content to the public.

- **Add Resolution Authority for one Public Information Director I Position + Indirect Costs**

The Department requests resolution authority and 12-month funding for a Public Information Director I position, totaling **\$84,242**. This role is essential to advancing LA Civil Rights' mission through strategic, citywide communication. In 2024 alone, this position generated 1.74 billion earned media impressions, equivalent to \$17.3 million in advertising value, which saves a considerable amount of outreach contractual dollars for the City. Eliminating this position, especially after deleting our Public Relations Specialist I position, would significantly reduce public outreach, increase reliance on costly external contracting, and weaken community engagement. Retaining this role is critical to sustaining the Department's visibility, raising awareness of our civil rights enforcement services, and increasing discrimination inquiries submitted to the Department. This position plays a pivotal role in the continued success of our signature campaign, *LA For All*, and the newly launched *Just Say Hello* campaign, which requires creativity, specialized training, and media expertise to effectively reach diverse audiences. The incumbent ensures a consistent and compelling narrative across all communication channels—from speeches and newsletters to media coverage and public events—amplifying the Department's impact. In addition, their strong

legislative insight further strengthens partnerships and deepens public understanding of our work in collaboration with the needs of City Council.

- **Add Resolution Authority for one Senior Management Analyst I + Indirect Costs**

The Department requests resolution authority and 12-month funding for a Senior Management Analyst I position, totaling **\$127,010.32**. In addition to contributing to the Department's budget development, this position is vital to managing the \$8.5 million L.A. REPAIR Participatory Budgeting Pilot Program. Responsibilities include overseeing 19 community grants, monitoring contractor performance, conducting audits, and ensuring timely reporting to the City Council. In November 2024, the employee previously in this role transferred to the Chief Administrative Office, leaving the Department without sufficient support for the L.A. REPAIR grant management and budget preparation. Without this position, neither the Office of Race and Equity nor the small Finance, Accounting, and Budget Unit can sustain this complex workload or fulfill the City's fiscal and administrative requirements. Preserving this role is critical to maintaining transparency, ensuring accountability, and securing the success of some of the City's most innovative equity programs.

- **Add Resolution Authority for one Administrative Clerk + Indirect Costs**

The Department requests resolution authority and 12-month funding for an Administrative Clerk position, totaling **\$54,603.71**. The Department seeks to fill this position with a Targeted Local Hire to ensure the Department remains accessible, professional, and responsive to the public. This role is the first point of contact for walk-ins, calls, and inquiries, often from vulnerable individuals seeking help. Without this position, the Department risks service delays, missed opportunities for community engagement, and a diminished ability to uphold our commitment to equity.

The LA Civil Rights Department remains unwavering in our mission to combat discrimination, prevent hate, and address longstanding disparities across Los Angeles. As demonstrated by our impactful initiatives and deep community engagement, we empower the City's most underserved residents. Yet even as we fulfill this critical mandate, we do so with full awareness of the City's unprecedented fiscal challenges—marked by declining revenues, rising liability costs, and uncertain state funding. Given these challenges, we respectfully urge the City Council to consider these modest budget adjustments to preserve staffing and programs, allowing us to respond to rising hate incidents, safeguard civil rights, and support communities most at risk. With your partnership and continued support, we can help the City navigate this difficult period while upholding our shared values of equity and inclusion—building a stronger, more united LA For All.

Sincerely,



Capri Maddox, Esq.

General Manager

Civil, Human Rights and Equity Department

CM: NB: FB

# 4.22.25 CURRENT CHRED ORG CHART

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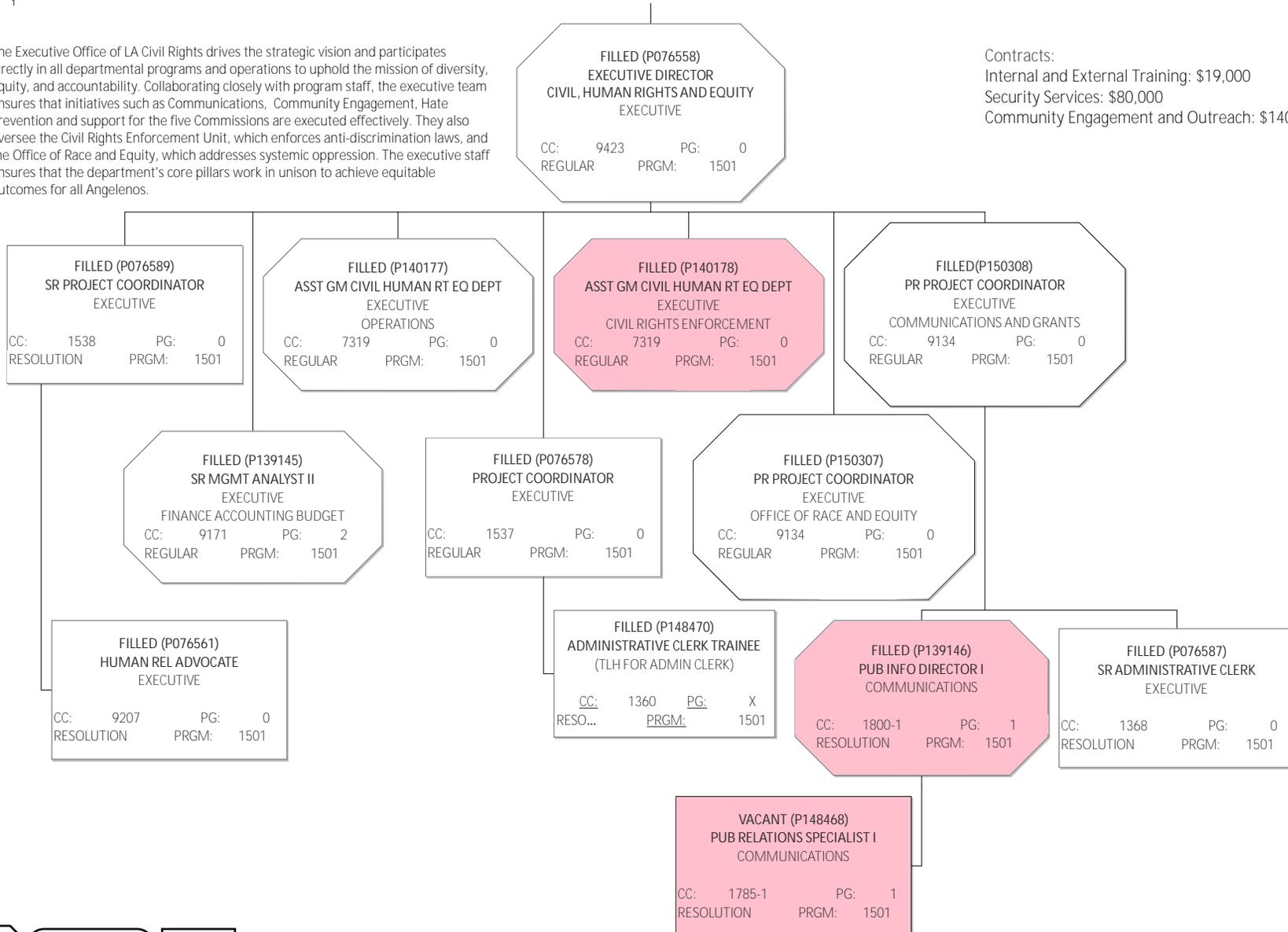


# CIVIL, HUMAN RIGHTS AND EQUITY DEPARTMENT ORGANIZATIONAL CHART

## EXECUTIVE

The Executive Office of LA Civil Rights drives the strategic vision and participates directly in all departmental programs and operations to uphold the mission of diversity, equity, and accountability. Collaborating closely with program staff, the executive team ensures that initiatives such as Communications, Community Engagement, Hate Prevention and support for the five Commissions are executed effectively. They also oversee the Civil Rights Enforcement Unit, which enforces anti-discrimination laws, and the Office of Race and Equity, which addresses systemic oppression. The executive staff ensures that the department's core pillars work in unison to achieve equitable outcomes for all Angelenos.

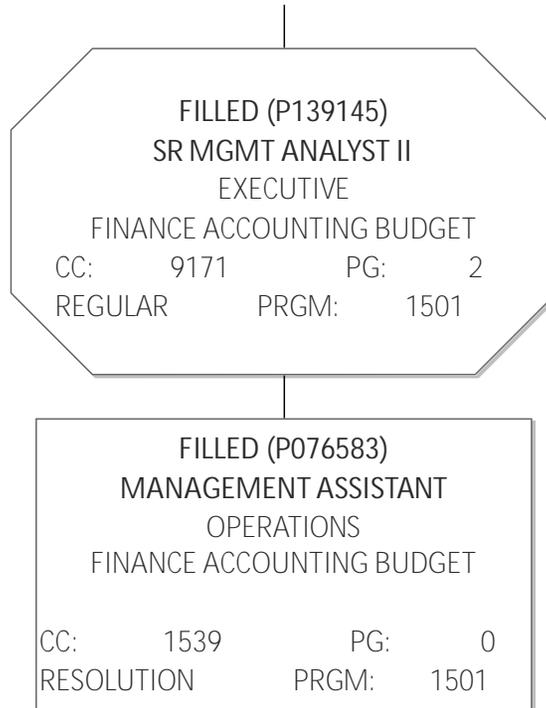
Contracts:  
Internal and External Training: \$19,000  
Security Services: \$80,000  
Community Engagement and Outreach: \$140,000





CIVIL, HUMAN RIGHTS AND EQUITY DEPARTMENT  
 ORGANIZATIONAL CHART  
 FINANCE ACCOUNTING BUDGET

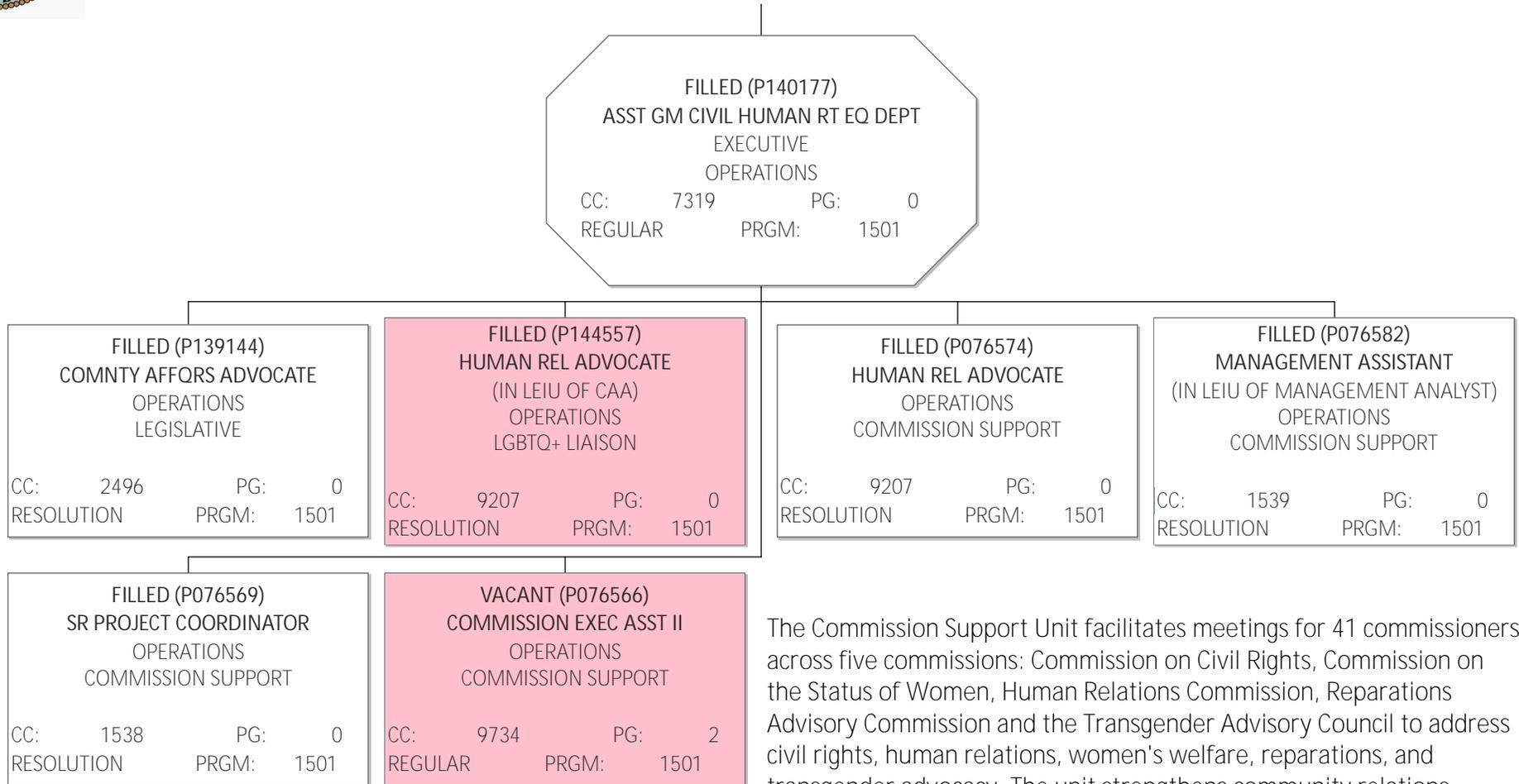
The Finance, Accounting, and Budget Unit ensures smooth financial operations, fiscal compliance, and efficient procurement and contracting processes. The unit oversees all **of the Department's funding and the release of payments for the general fund and the L.A. REPAIR Innovation fund.** It manages the budget preparation and monitoring process, and addresses growing needs for community engagement and outreach. This unit also produces all financial reporting needs for other city offices, guaranteeing alignment **with the City's fiscal policies.**



Contracts:  
 Photocopier and Lease: \$6,000  
 Translation Services: \$10,000  
 Operational Costs: \$4,000  
 Information Technology Services: \$17,000



# CIVIL, HUMAN RIGHTS AND EQUITY DEPARTMENT ORGANIZATIONAL CHART OPERATIONS



The Commission Support Unit facilitates meetings for 41 commissioners across five commissions: Commission on Civil Rights, Commission on the Status of Women, Human Relations Commission, Reparations Advisory Commission and the Transgender Advisory Council to address civil rights, human relations, women's welfare, reparations, and transgender advocacy. The unit strengthens community relations, manages civic engagement programs, legislative agendas, and partnerships, while overseeing emergency preparedness and communication with elected officials to promote equity and inclusion.

Contracts:  
Midnight Stroll (transgender services): \$100,000

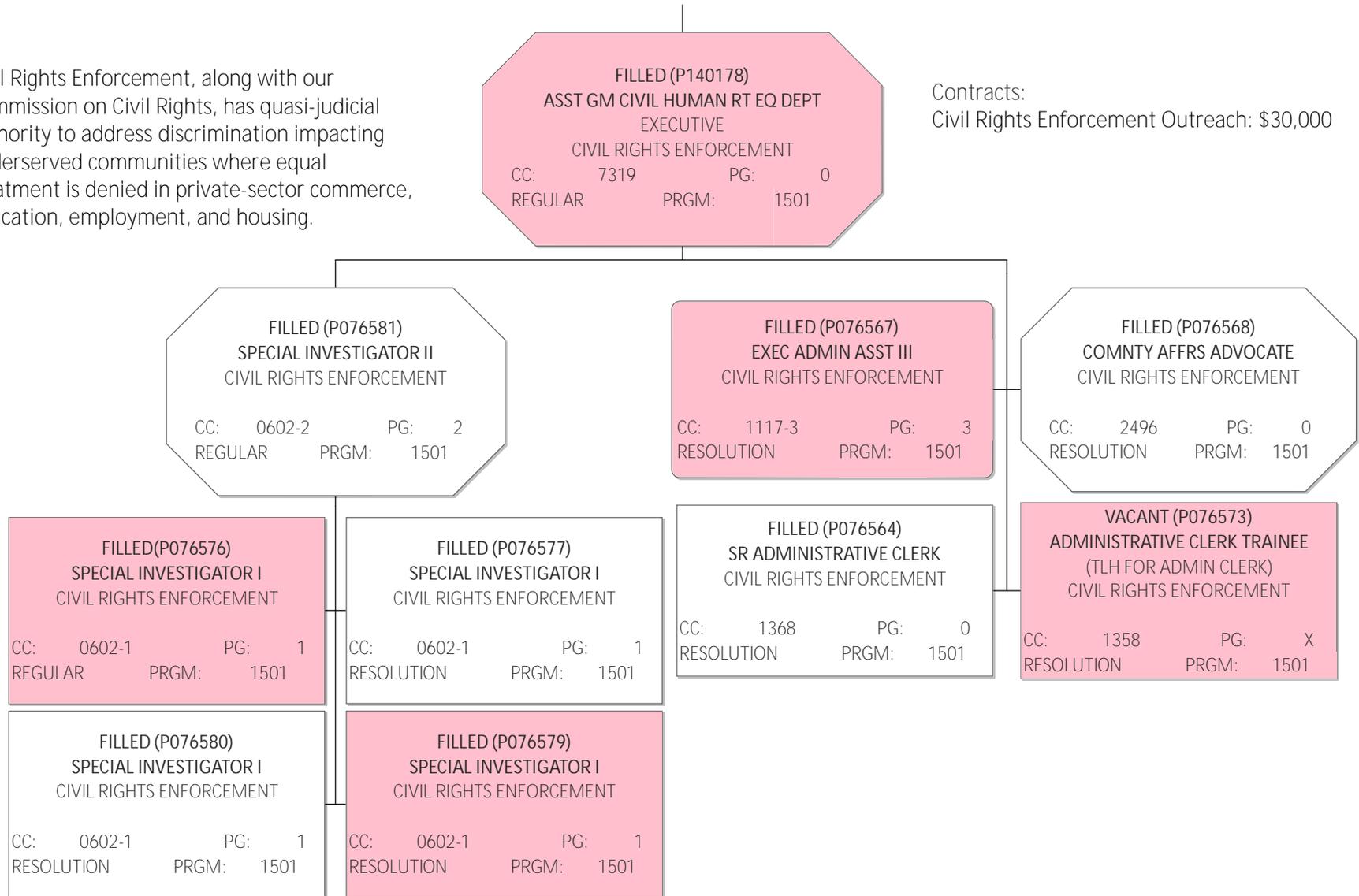


CIVIL, HUMAN RIGHTS AND EQUITY DEPARTMENT  
ORGANIZATIONAL CHART

# CIVIL RIGHTS ENFORCEMENT

Civil Rights Enforcement, along with our Commission on Civil Rights, has quasi-judicial authority to address discrimination impacting underserved communities where equal treatment is denied in private-sector commerce, education, employment, and housing.

Contracts:  
Civil Rights Enforcement Outreach: \$30,000

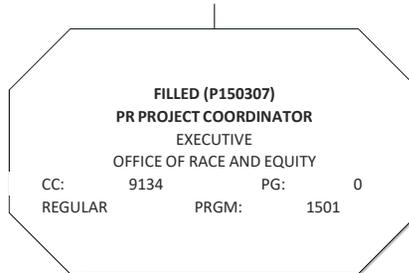




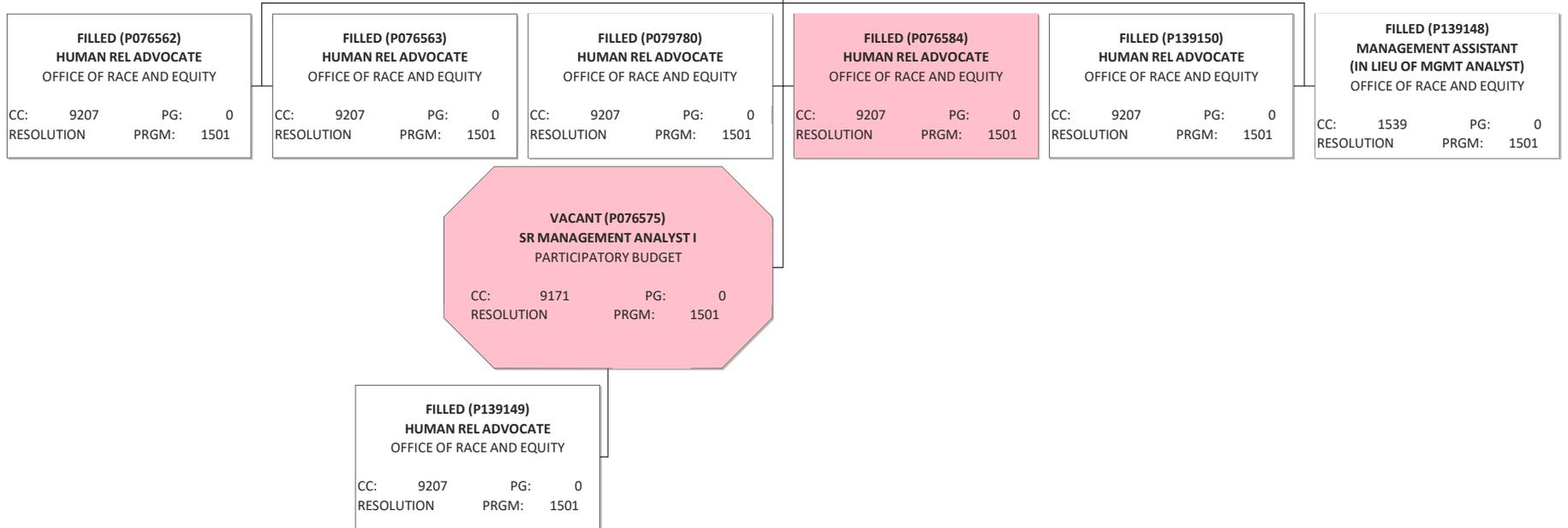
# CIVIL, HUMAN RIGHTS AND EQUITY DEPARTMENT ORGANIZATIONAL CHART

## OFFICE OF RACE AND EQUITY

The Office of Race and Equity partners with community-based organizations, faith-based institutions, business groups, Neighborhood Councils, philanthropic leaders, and local universities and community colleges, along with CHRED's commissions, in the following core areas: Policy Equity Lens, Upward Mobility Programming, L.A. REPAIR Participatory Budgeting, and Peace and Healing Centers. The unit aims to achieve equitable outcomes for all Angelenos by proactively addressing systemic oppression through policies and programs for historically marginalized communities.



Contracts:  
 Black People Experiencing Homelessness study \$349,000  
 Reparations programs management: \$25,000  
 L.A. REPAIR Innovation Fund (64T): \$8,500,000



Supervisor

Assistant

Staff

Blue = Vacant Positions

Yellow = Proposed Positions

Red = Proposed to be Eliminated

REV. 4/22/2025

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