



Office of the City Manager

ACTION CALENDAR

April 4, 2017

To: Honorable Mayor and Members of the City Council

From: *Dee* Dee Williams-Ridley, City Manager

Submitted by: Paul Buddenhagen, Director of Health, Housing and Community Services

Subject: Companion Report: Gender Pay Equity

RECOMMENDATION

Refer the Commission on the Status of Women's recommendations to the City's referral prioritization process.

FISCAL IMPACTS OF RECOMMENDATION

The fiscal impacts of implementing the Commission's recommendation would primarily consist of staff time and/or consultant costs to conduct an analysis of the program creation, implementation and administration for both the pay equity review during the contractor procurement process and the equal pay certificate process. The internal pay audit of City of Berkeley employees and the analysis of pay equity between men and women within the organization would also require staff time to conduct. The amount of staff time needed to conduct each of these tasks will not be known until the item is referred to the prioritization process and the Departments or Divisions responsible for administering these programs and tasks are able to fully consider the program objectives and staffing needs necessary for review and implementation. However, City staff anticipate a significant amount of staff time would be necessary to fulfill the recommendations made by the Commission on the Status of Women should they be referred to staff to complete.

CURRENT SITUATION AND ITS EFFECTS

On December 7, 2016, The Commission on the Status of Women unanimously voted in favor of recommending Council consider three actions that would help to evaluate and promote pay equity between men and women within the city of Berkeley. The recommendations are outlined below:

1. Direct staff to draft an ordinance related to an equal pay vendor preference for city contractors who demonstrate equal pay for male and female employees (gender based on self-identification);
2. Complete a pay audit on the salaries of City of Berkeley employees to investigate potential gender pay gaps within the city workforce; and
3. Develop an equal pay certification program for city contractors.

### **Pay Equity Vendor Preference**

The City's Finance Department would be the most appropriate Department to analyze the staffing needs to develop and implement a vendor preference process for businesses that can demonstrate a certain level of parity between men and women. The review of a businesses' pay equity status and determination of qualification would need to occur during the City's procurement process, which is administered by the Finance Department. This program and review process could closely resemble the City's current local vendor preference program.

### **Audit for Pay Equity within the City of Berkeley**

The City's Human Resources Department and/or City Auditor would be the most appropriate department to analyze the City's current pay equity status between men and women within the organization and report the findings back to the City Manager and Council.

### **Equal Pay Certificate Program**

The City's Office of Economic Development would be the most appropriate office to develop and implement an "Equal Pay" certificate program that would recognize vendor applicants that demonstrate certain levels of pay equity, regardless if they are selected as the vendor. This program could resemble the Green Business certificate program that is administered by the Office of Economic Development.

### **ENVIRONMENTAL SUSTAINABILITY**

There are no identifiable environmental effects or opportunities associated with the subject of this report.

### **RATIONALE FOR RECOMMENDATION**

This report was prepared based on the Commission on the Status of Women's action at the December 7, 2016 Commission Meeting.

### **ALTERNATIVE ACTIONS CONSIDERED**

Reject one or more of the Commission's recommendations.

### **CONTACT PERSON**

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