



**Civil Rights, Inclusion  
and Opportunity**

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**To:** Mary Sheffield, President, Detroit City Council  
**From:** Anthony Zander, Director, CRIO  
**Date:** April 9, 2025  
**Re:** Responses to 2025-2026 CRIO Budget Analysis

Please find below responses to your questions sent on 3/21/2025 regarding the Fiscal Year 2026 Proposed Budget for the CRIO Department.

**1. According to page B29-3, CRIO received 85 complaints regarding Civil Rights Protections, Workplace Violence, Discrimination, and Sexual Harassment.**

**a. Please provide a breakdown of types of complaints received.**

Type	Number of Complaints
ADA	2
Chapter 23 External	7
EEOC	12
EO 2014-1	18
EO 2014-2	12
Fair Chance Ordinance	0
MDCR	8
Other	23
Retaliation	3
Third Party	0
Title VI	0
<b>Total Complaints</b>	<b>85</b>

**b. Have all 85 complaints been investigated?**

No, not all 85 complaints have been investigated to completion.

**c. Have the complaints been resolved?**

No, not all of the complaints have been investigated to resolution.

2. According to page B29, CRIO was budgeted 39 FTE positions for FY25, but as of February 5, 2025, there are currently only 31 positions filled.

a. What department positions are currently vacant?

As of March 17, 2025, CRIO has 6 vacancies:

- Director of Compliance
- Human Rights Specialist
- Compliance Analyst
- Administrative Assistant II (*Reviewing applications*)
- Data Analyst (*Finalizing applicant selection for hiring*)
- Human Rights Specialist- Government and Community Liaison (*reviewing applications*)

3. On page B29-8, please explain the nearly \$1 million decrease in Operating Supplies Expenditures, from \$1,096,077 in FY25 to \$97,000 for FY26.

For Operating Supplies, the decrease is due to the FY25 one-time \$1,000,000 expenditure for Homegrown Detroit. The decrease in Operating Services is primarily due to the decrease in Private Car Reimbursement.

4. ASL and Language interpretation services are currently provided through CRIO.

a. How much does it cost to have language interpretation services (two interpreters, virtual) at each Council Meeting?

The cost for two interpreters to provide simultaneous video remote services between 9:30 am and 1 pm at each Council Formal Session is \$626.50.

b. How much does it cost to have ASL interpretation at each Council meeting?

Below is a fee schedule of the contractor CRIO currently uses. City Council meetings and press conferences require a team of two interpreters.

	Hourly Rate
Deaf CAN	<p><b>\$115 during business hours (M-F, 8am to 5pm)</b></p> <p><b>\$125 after hours &amp; holidays</b></p> <p><i>Two-hour minimum, per interpreter. In-person meetings incur a \$25 mileage fee and \$10 parking fee per interpreter.</i></p>

Using data from the current contract, the rate above reflects the increase that will take effect in May 2025 (\$10 hourly rate increase).

Providing ASL interpreters in-person at a standing committee session lasting two hours will be priced at \$530.

Providing ASL interpreters virtually for a Formal Session lasting three hours will be priced at \$690 (\$630 is part of the FY25 rates).

**5. How many languages are translation services provided under the Language Access Program?**

Our vendor provides translation services in more than 380 languages, including Braille.

**6. What is the protocol for providing interpretation services for languages not usually covered by the program?**

In such cases, the Language Access Program Coordinator refers the requester to a City-approved language services agency.

**7. Are there plans to expand the Office of Disability Affairs?**

**a. What is the implementation plan for the 2024-2027 Strategic Plan?**

The Office of Disability Affairs (ODA) currently consists of a team of five. We have not yet assessed the need for additional staff capacity, as our focus has been on executing our Three-Year Strategic Plan (2024-2027) to enhance the accessibility of city programs and services.

**Three-Year Strategic Plan for the Disability Community (2024-2027)**

Our plan is guided by four strategic objectives:

1. Launch the Accessible Housing Campaign
  - a. We are collaborating with the Housing and Revitalization Department, Planning and Development, and the Buildings, Safety Engineering, and Environmental Department to establish written standards that outline inclusive design and accessibility requirements for housing. Additionally, we are organizing community presentations on universal design and showcasing model accessible housing units, which will be rolled out this year.
2. Improve Accessibility of City Programs and Services
  - a. We recently completed an employee survey targeting individuals in marketing and communication roles within the City of Detroit. These resources will focus on producing accessible video content, designing

accessible presentations, and posting accessible social media materials. We anticipate finalizing the courses over the summer and announcing them in the fall. Our next step is to partner with the Office of Talent Development and Performance Management to develop and deliver:

- i. Three self-paced online courses
- ii. Three webinars
- iii. Comprehensive guide for marketing and communication employees

3. Increase ODA Engagement and City Partnerships

- a. We have implemented a structured system for planning outreach efforts and collecting data, resulting in a significant increase in overall engagement. Additionally, we are providing internal presentations to various departments on utilizing American Sign Language (ASL) services and raising awareness about workplace inclusion resources. Currently, we are strengthening our disability liaison program as part of the CRIO Ambassador Program.

4. Enhance Disability Awareness and City Knowledge of the Americans with Disabilities Act (ADA)

- a. We are developing a series of internal and external presentations on various disability-related topics. While our recent efforts have focused on emergency preparedness, we will be introducing presentations this year on mental health, disability employment, human rights, and innovation.

**8. How many Detroit Based Businesses applied for certification? How many were granted?**

Certification Type	Application for CRIO Business Certification	
	Receipt	Approved
Detroit Based Business (DBB)	299	126
Detroit Headquartered Business (DHB)	196	89
Detroit Small Business (DSB)	120	46
Detroit Based Micro Business (DBMB)	68	19
Detroit Resident Business (DRB)	60	10
Minority-Owned Business Enterprise (MBE)	230	75
Woman-Owned Business Enterprise (WBE)	133	45

Construction Workforce Investment Business (CWIB)	14	8
Construction Workforce Development Business (CWDB)	11	3

9. Please provide an update on the Industry Standards Board.
- a. Are there plans to implement additional Industry Boards?  
To my knowledge, there are no other industries petitioning to create an Industry Standards Board.
  - b. If so, what industries and what is the timeline for implementation?  
N/A

10. How many dollars in non-compliance fees were acquired for executive orders or ordinances implemented?
- Total amount of revenue collected for workforce contribution from January 1, 2024-January 1, 2025, is \$1,873,549.23. FY 2025 YTD is \$832,930.