

1 Sponsored by: Councilmembers Jani Hitchen, Marty Campbell, and Ryan Mello
2 Requested by: County Executive/Finance Department
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5 **ORDINANCE NO. 2023-2**

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8 **An Ordinance of the Pierce County Council Adding Publication of a** 9 **Countywide Equity Index as a Duty of the Finance** 10 **Department and Requiring an Equity Analysis of Proposed** 11 **Ordinances and Resolutions; Amending Pierce County Code** 12 **Chapters 1.28, "Rules of Procedure – Pierce County** 13 **Council," and Chapter 2.06, "Departments and** 14 **Organization"; and Setting an Effective Date.** 15

16 **Whereas**, Pierce County is a growing and diverse community, with residents
17 encompassing a wide range of racial, ethnic, religious, gender identity, sexual
18 orientation, family status, and other varied backgrounds; and
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20 **Whereas**, even with the recognition of this increasing diversity, systemic
21 disparities persist across race, ethnicity, income, religion, ability, gender, and more,
22 hindering both individual and community indicators of success; and
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24 **Whereas**, data supports that inequities exist across many well-being and health
25 indicators, further confirming the need to consider disparities in decision-making
26 processes and intentionally integrate an equity-focused approach into work across the
27 organization; and
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29 **Whereas**, attention must be paid to how public policies and practices benefit or
30 harm portions of the population, and how local decision-making can be tailored to
31 enhance opportunities for all residents; and
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33 **Whereas**, the Pierce County Council (Council) adopted Resolution No.
34 R2020-43, which recognized the diverse communities of Pierce County, the factors
35 leading to systemic racism, and the principle that the rights of every county resident are
36 diminished when the rights of one county resident are threatened; and
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38 **Whereas**, the Council, through Resolution Nos. R2021-108s and R2021-109,
39 called for the development of a countywide equity index and equity note process that
40 can help guide all aspects of department and Council decision-making including
41 services, programming, policy development, budgeting, and employment; and
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43 **Whereas**, the Equity Review Committee, established through Resolution No.
44 R2021-109, has reviewed these proposals at their monthly meetings, and the
45 Committee provided feedback and recommendations which advised and shaped the
46 development of the equity index and equity note process; and
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1 **Whereas**, robust analyses of equity outcomes can only be achieved through
2 consistent data collection, meaningful measurables, and widespread engagement
3 throughout the entire organization; and

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5 **Whereas**, Pierce County is committed to utilizing these tools to create a more
6 just, fair, and inclusive society; **Now Therefore**,

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8 **BE IT ORDAINED by the Council of Pierce County:**

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10 Section 1. Chapter 1.28 of the Pierce County Code, "Rules of Procedure –
11 Pierce County Council," is hereby amended as shown in Exhibit A, which is attached
12 hereto and incorporated herein by reference

13
14 Section 2. Chapter 2.06 of the Pierce County Code, "Departments and
15 Organization," is hereby amended as shown in Exhibit B, which is attached hereto and
16 incorporated herein by reference.

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18 Section 3. The effective date of this Ordinance shall be April 1, 2023.

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21 **PASSED** this 7th day of March, 2023.

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24 ATTEST:

24 **PIERCE COUNTY COUNCIL**
25 Pierce County, Washington

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28 Denise D. Johnson
29 **Denise D. Johnson**
30 Clerk to the Council

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28 Ryan N. Mello
29 **Ryan N. Mello**
30 Council Chair

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33 Bruce F. Dammeier
34 **Bruce F. Dammeier**
35 Pierce County Executive
36 Approved Vetoed _____, this
37 13th day of March,
38 2023.

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40 Date of Publication of
41 Notice of Public Hearing: February 15, 2023

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43 Effective Date of Ordinance: April 1, 2023
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Only those portions of Chapter 1.28 that are proposed to be amended or necessary for context are shown. Remainder of text, tables, maps and/or figures is unchanged.

Chapter 1.28

RULES OF PROCEDURE – PIERCE COUNTY COUNCIL

Sections:

- 1.28.010 Purpose.
- 1.28.015 Definitions.
- 1.28.020 Organization of the Council.
- 1.28.040 Meetings of the Council.
- 1.28.045 Sponsorship – Order of Names.
- 1.28.050 Council Meetings and Agenda.
- 1.28.055 Decorum in Council Meetings.
- 1.28.060 Quorum and Voting.
- 1.28.070 Legal Signatures.
- 1.28.075 Fiscal and Equity Analysis Required.
- 1.28.080 Procedure for Adoption/Termination of Resolutions.
- 1.28.090 Procedure for Adoption/Termination of Ordinances.
- 1.28.095 Withdrawal of Appointment Resolution.
- 1.28.100 Procedure for Removal of Proposals from Standing or Select Committees.
- 1.28.105 Consent Agenda.
- 1.28.110 Publication of Ordinances.
- 1.28.120 Format of Ordinances.
- 1.28.130 Format of Resolutions.
- 1.28.140 Public Records of Council, Standing, and Select Committee Meetings.
- 1.28.150 Copies of Verbatim Records.
- 1.28.160 Records Located in Council Office – Access Procedures.
- 1.28.175 Procedure for Confirmation of Chief Officers of Executive Departments.
- 1.28.180 Procedure for Appointments to Vacant Council Positions, and Other Vacant Elected Positions.
- 1.28.190 Severability.
- 1.28.200 Rule of Construction.

1.28.075 Fiscal and Equity Analysis Required.

Every proposed ordinance and resolution submitted to the Council for consideration considered by the Council shall include a "fiscal note" and an "equity note." "Fiscal note" means a written statement of the projected fiscal impact on Pierce County of an ordinance or resolution. The fiscal note shall state whether the ordinance or resolution is projected to increase or decrease Pierce County government revenues or expenditures. Fiscal notes shall indicate by fiscal year the total impact on Pierce County for the first two years the legislation would be in effect and shall also include a cumulative six-year forecast of the fiscal impact. Fiscal notes shall separately identify the fiscal impacts on the operating and capital budgets.



1 "Equity note" means a written evaluation of proposed legislation designed to help
2 policymakers identify potential opportunities to promote equity and/or identify potential
3 unintended adverse consequences.
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Only those portions of Chapter 2.06 that are proposed to be amended or necessary for context are shown. Remainder of text, tables, maps and/or figures is unchanged.

Chapter 2.06

EXECUTIVE DEPARTMENTS

2.06.010 Executive Departments – Appointive Directors.

The following executive branch appointive director departments are established:

- G. **Finance.** This department includes the following functions and/or divisions:
 1. Accounting which includes maintaining the official accounting records for all County funds, processing all payroll and nonpayroll expenses, maintaining accounts receivable and billing system(s), preparing necessary financial reports, and maintaining appropriate cost accounting and management information systems.
 2. Budget and Grant Management which includes preparation and monitoring of the County's budget, coordinating all grant related budgeting and accounting functions, and performing management analyses.
 3. Treasury Management which is responsible for investment of County and outside district cash, accounting for all receipts, maintaining appropriate bank account records, maintaining appropriate debt service management records, processing tax assessment payments, collecting delinquent property tax and other overdue accounts, and preparing financial reports for outside districts and underwriters.
 4. Purchasing which arranges for the procurement of all goods and services for all County departments, with the exception of public works projects and personal service contracts, assigns vendor numbers, coordinates the County fixed asset inventory, disposes of County personal property inventory, processes the titles and licensing of all County vehicles, disposes of County personal property, and manages the County fleet rental pool.
 5. Internal Auditing which is responsible for internal review of County financial systems, reports, and procedures.
 6. Equity Index Mapping which includes publishing a publicly available interactive tool designed to assess and improve access to opportunity using demographic, geographic, socioeconomic, and countywide community indicator data.
 76. County Vehicle Maintenance Garage which dispatches County fleet pool vehicles and performs repair and preventative maintenance on them.
 87. General Services which includes the print shop, quick copy and convenience copy, central supply receiving and distribution, mail processing, records management, and interoffice routing and mail delivery.
 98. Information Technology, which includes the following functions:
 - a. Planning and acquiring all informational, management, and operational automated systems; voice, data and image communications networks; computer hardware; and computer software.



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- b. Developing, maintaining, and operating all computerized application systems and programs including, but not limited to: departmental applications software, office automations systems, geographic information systems, telephone systems, image processing systems, and computer aided design.
 - c. Instructing departments in the use and implementation of computerized applications, hardware and software.
 - d. Maintaining an inventory of all computer hardware and software within the County.
109. Risk Management and Insurance, which must be overseen by the Risk Manager, and includes the following functions:
- a. Processing claims against the County for damages and administering County insurance programs, including employee benefits insurance contracts.
 - b. Identifying exposures to loss and quantifying risks involved.
 - c. Controlling risk by implementing loss prevention and minimization measures.
 - d. Financing risks consistent with Pierce County's financial resources.
 - e. Administration of the Law Enforcement Officers and Fire Fighters Disability Board.
 - f. Administration of the Self-Insured Workers Compensation Program.
 - g. Administration of the Accident Review Board and the Deferred Compensation Committee.