

Diversity and Inclusion Policy – *Draft*

The Town of Ulysses recognizes that diversity and inclusion support our mandate to provide public services to all who live in, work in, learn in, or visit our community.

We value diversity and reject racism, bigotry and discrimination.

We are committed to encouraging diversity and inclusion, and ensuring there is no discrimination in our Town government. We want our workforce to be truly representative of all sections of society. We want our Town government to be one in which every member of the public and every employee, intern, volunteer, and elected official feels respected and valued.

To that end, this policy provides a framework of equality and fairness for all in our employment decisions, policy creation, and interactions with the public. It expresses our commitment not to discriminate on the grounds of age, disability, gender, gender reassignment, marital status (including civil partnerships) or family structure, race, ethnic origin, color, nationality, national origin, religion or belief, sexual orientation, economic status, or protected First Amendment activities.

This policy applies to all elected officials, employees, interns and volunteers serving the Town of Ulysses.

We will:

- Treat all members of the public, volunteers, interns, contractors, employees, and elected officials, fairly and with respect;
- Emphasize civility and inclusivity in all policies and interactions;
- Assess whether any proposed policy might directly or indirectly exclude or disadvantage any person or any group;
- Listen respectfully to all and encourage dialogue and civil engagement, and create opportunities for these productive conversations to occur;
- Actively promote employment, internship, and volunteer opportunities to underserved and under-represented communities within Ulysses;
- Advocate with the Tompkins County Human Resources Department to further reduce historic barriers to employment that have previously reduced the number of qualified Black and Brown and Indigenous people of color eligible to be considered for town civil service positions.
- Identify and take opportunities to increase the diversity of our appointed boards and commissions;

- Ensure reasonable accommodations are made to enable disabled people to access Town facilities and participate in Town activities;
- Ensure every employee, intern, volunteer, and elected official is able to work in an environment that promotes dignity and respect for all; and
- Reject any form of intimidation, bullying, harassment, or belittling by elected officials, employees, interns and volunteers.

Enforcement: Employees, interns, volunteers with complaints of violations of this policy should follow the procedures outlined in the Personnel Policy. Members of the public or elected officials with complaints should address their complaints to the Town Supervisor or the Town Board's designated Diversity and Inclusion Advocate (Personnel Subcommittee). The designated advocate shall investigate discreetly, provide personal feedback and/or policy recommendations, while assuring that there is no retaliation against the person making the complaint.

Accountability: The Town Supervisor and Personnel Subcommittee are responsible for regularly monitoring this policy and documenting any complaints and violations. The Town Supervisor, or another delegated Town Official or employee, is responsible for submitting an annual report on the fulfillment of these commitments to the Town Board. The Town Board will review this report and our progress in achieving these goals at least once per year, ideally at the first meeting in February.