

2017 RES-348
REQUIRING UNIVERSAL SEXUAL HARASSMENT TRAINING

Sexual harassment in the workplace is illegal. Sexual harassment infringes upon equal respect in working relationships and causes serious harm to the productivity, efficiency, and stability of county government operations. Given recent national news of harassment and abuse by those in entertainment, the media, and in Congress, it is imperative that the county take every step necessary to both inform and protect its employees.

The Dane County Code of Ordinances specify that it is the duty of every supervisor of employees at all levels of county service to ensure that all employees under their supervision work in an environment free of sexual harassment. Sexual harassment is defined in ordinance as, "sexual advances, physical contact or verbal or physical conduct of a sexual nature which has the purpose or effect of substantially interfering with an employee's work performance or of creating an intimidating, coercive, hostile, or offensive environment."

The Tamara D. Grigsby Office for Equity and Inclusion (OEI) provides training on sexual harassment as part of new employee orientation for all new regular employees. The sexual harassment training covers the County Ordinance definitions, the county's complaint procedures, and what to do when experiencing or observing sexual harassment. The training is a component of the 1.5 hour long equal employment opportunity session.

While full time equivalent and project position employees receive this training upon hire, the county does not routinely provide training for some of our potentially most vulnerable personnel: limited term employees, interns, youth governance program participants, and the youth who have internships with the county through the Operation Fresh Start, Boys and Girls Club and the Simpson Street Free Press. Further, there is no formal training in sexual harassment for elected officials, including members of the Dane County Board of Supervisors.

Ongoing training in sexual harassment, beyond initial new employee orientation, is not generally provided, although the OEI does in-depth training upon department request. Periodic review of this topic over the course of an employee's career is not currently regularly available.

NOW, THEREFORE, BE IT RESOLVED that all Dane County limited term employees and interns receive the same sexual harassment training as provided to fulltime county employees, either by attending the new employee orientation for this component of the training or through sessions arranged by the employing department.

BE IT FURTHER RESOLVED that the Tamara D. Grigsby Office of Equity and Inclusion (OEI) develop and deliver sexual harassment training specifically for all youth who participate in county programs. The Office shall work closely with UW-Extension, Operation Fresh Start, the Boys and Girls Club, and the Simpson Street Free Press to make certain that all participants receive training at the beginning of their work with the county.

BE IT FURTHER RESOLVED that the Office of the County Board schedule training in sexual harassment for members of the Dane County Board of Supervisors, and open the training to elected department heads. The training should be provided initially to all members of the County Board and subsequently included as part of new supervisor orientation.

BE IT FINALLY RESOLVED that OEI work with the Division of Employee Relations and the Dane County Risk Manager to identify resources - in the form of written materials, computer-

52 based applications, or in-person sessions - for on-going training in sexual harassment for all
53 employees.