

W. S. D. 2



**AGENDA COVER MEMORANDUM**

**AGENDA DATE:** November 10, 2004

**PRESENTED TO:** Board of County Commissioners

**PRESENTED BY:** Laura Yergan

**AGENDA TITLE:** **IN THE MATTER OF AMENDING CHAPTER 3 OF THE LANE MANUAL TO REDEFINE DIVERSITY DIFFERENCES IN THE COUNTY DIVERSITY POLICY (LM 2.390)**

**I. MOTION: THAT THE DIVERSITY POLICY (LM 2.390) SHOULD BE AMENDED TO REFLECT THAT ALL OF THE DIFFERENCES LISTED IN THE POLICY ARE OF EQUAL WORTH AND ARE RESPECTED AND VALUED EQUALLY.**

**MOVE APPROVAL OF ORDER <sup>04-</sup>~~03-~~\_\_\_\_\_.**

**II. ISSUE**

The Lane County Diversity Policy is an excellent document that clearly reflects Lane County's commitment to good diversity practices, with one exception. In regards to differences that are respected and valued, the current Diversity Policy (LM 2.390) language separates categories of differences into two distinct areas; one area refers to differences being respected and valued (age, disability, ethnicity, gender, language, race and socio-economic status); the other area refers to an individual's right to privacy being respected (religious faith, political beliefs, and sexual orientation). This separation of categories of difference creates an inequality and has made the intent of the policy in this area unclear and difficult to define. Additionally, as a protected class, it is recommended that religion be included alongside of the other protected classes (race, sex, national origin, age, and disability). This change would make the language in the Policy clear and unambiguous.

### **III. DISCUSSION**

#### **A. Background**

In reviewing and updating all of the components of the current Diversity Implementation Plan, it was recommended that the language in the Diversity Policy also be revised and updated to more clearly reflect Lane County's commitment to respecting and valuing differences of all types and to clarify the unclear language. No other language in the Diversity Policy needs revision.

#### **C. Alternatives/Options**

1. Retain the current language in the Diversity Policy (LM 2.390) that contains a separation of types of differences and therefore, treats religious faith, political beliefs, and sexual orientation differently from age, disability, ethnicity, gender, language, race, and socio-economic status.
2. Revise the language in the Diversity Policy (LM 2.390) to more clearly state Lane County's intent that all types of differences are equally respected and valued. Such a revision would entail listing all the differences together in the sentence that states that they are respected and valued by Lane County.

#### **D. Recommendation**

Approve Option Two

### **IV. IMPLEMENTATION/FOLLOW-UP**

Following Board action, if the Board approves the Diversity Policy revision, the new Diversity Policy will be incorporated into the County's new Diversity Action Plan.

### **V. ATTACHMENT**

1. Board Order
2. Diversity Policy (LM 2.390)

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

IN THE MATTER OF AMENDING CHAPTER 3 OF  
THE LANE MANUAL TO REDEFINE DIVERSITY  
DIFFERENCES IN THE COUNTY DIVERSITY  
POLICY (LM 2.390)

The Board of County Commissioners of Lane County orders as follows:

Lane Manual Chapter 3 is hereby amended by removing, substituting and adding the following section:

**REMOVE THIS SECTION**

2.390  
as located on page 2-31 through 2-32  
(a total of 2 pages)

**INSERT THIS SECTION**

2.390  
as located on page 2-31 through 2-32  
(a total of 2 pages)

Said section is attached hereto and incorporated herein by reference. The purpose of this substitution and addition is to redefine diversity differences in the County Diversity Policy (LM 2.390).

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2004.

\_\_\_\_\_  
Chair, Lane County Board of Commissioners

APPROVED AS TO FORM

Date 10/20/04 Lane County

  
\_\_\_\_\_  
OFFICE OF LEGAL COUNSEL

Any employee who believes that he or she has been the target of violence or threats of violence, or has witnessed or otherwise learned of violent conduct by or directed at another employee should bring such incidents to the immediate attention of his or her supervisor, manager, department director, the Director of Management Services or, if applicable, union representative. If the incident occurs at the fairgrounds, it should be brought to the attention of the Fairgrounds Director. Management and supervisory personnel shall take prompt, appropriate action when they become aware of any aspect of violence in the workplace. *(Revised by Order No. 98-9-9-9, Effective 9.9.98)*

### **2.386 Elected Officials' Transition Policy.**

The public need requires that newly elected County officials be adequately oriented and prepared in order to achieve an orderly assumption of office. Therefore, the following transition policy shall apply to each newly elected County Commissioner, Sheriff, Assessor and District Attorney:

(1) Orientation. After the election results have been certified, each Department of the County shall present to the newly elected official an overview of the functions of and programs administered by the Department, if so desired by that official. The content of the presentations shall acquaint each newly elected official with the full scope of County operations in an organized fashion. The County Administrator shall coordinate the Department presentations.

(2) Staff Support. During the period between the election and taking office, there shall be provided staff support for each newly elected official as required during the transition period. Such support shall include office space, materials and supplies and clerical assistance as arranged by the County Administrator.

(3) Reimbursement for Expenses. There shall be provided reimbursement for expenses incurred in transition activities deemed necessary by each newly elected official an amount not to exceed \$100 per month, transportation from the Motor Pool as may be necessary for such activities and such liability and workers' compensation coverage as is needed to protect County liability for such transition activities.

(4) Outgoing Commissioners shall provide complete files and case histories on pending or unfinished business to incoming Commissioners, and generally provide for a smooth transition. *(Revised by Order No. 98-9-9-9, Effective 9.9.98)*

## **DIVERSITY POLICY**

### **2.390 Diversity is a key to the future success of Lane County.**

We are charged with providing effective government services in an increasingly competitive and diverse environment. If we are to succeed, each of us must embrace the value of diversity as being critical to the achievement of our mission. The more successfully we are able to conduct our business in a diverse community the more diverse our presence must be in that community.

Diversity transcends race and gender, affirmative action and Equal Employment Opportunity. It means respecting and valuing differences, such as those based on age, disability, race, sex, religion, color, national origin, language, ethnicity, socio-economic status, sexual orientation, and political beliefs. In order to collaborate successfully with the diverse communities we serve, the County must be cognizant and respectful of our differences both in the community and the worksite. Most importantly, all in the County must rethink our approach to diversity. No longer are such issues just matters of social policy or historical reciprocity. Diversity, and the respect and understanding of the integrity and worth of all cultures, peoples and lifestyles is today and will continue to be simply good business.

(1) Policy. Lane County will demonstrate its commitment to diversity through the way in which it provides County services, through its employment practices, through its funding decisions, and through its appointments to County boards, commissions and committees by:

(a) ensuring that all County services, programs and activities are provided to its diverse communities in ways that are sensitive to and responsive to cultural differences, including accessibility for persons with disabilities;

(b) ensuring that all County-funded services are provided, and funding decisions are made, in a manner that recognizes, addresses and is reflective of the cultural diversity of the communities served;

(c) demonstrating a commitment to workplace diversity through implementation of affirmative action plans and development of cultural sensitivity and cultural competency among other employees; and,

(d) ensuring that all County boards, commissions, and committees are reflective of the diversity of the Lane County population.

(2) The diversity policy contained in LM 2.390 is intended to be an expression of intent and aspiration on the part of the Lane County Board and is to be used to guide the County government in benefiting from and being responsive to the changing population that provides both the County's workforce and its customer base. It is not intended to be, nor shall it be used as a basis for anyone demanding a right or making a claim against Lane County or its employees. *(Revised by Order No. 94-6-1-; Effective 6.1.94; 95-11-28-1, 11.28.95)*

Any employee who believes that he or she has been the target of violence or threats of violence, or has witnessed or otherwise learned of violent conduct by or directed at another employee should bring such incidents to the immediate attention of his or her supervisor, manager, department director, the Director of Management Services or, if applicable, union representative. If the incident occurs at the fairgrounds, it should be brought to the attention of the Fairgrounds Director. Management and supervisory personnel shall take prompt, appropriate action when they become aware of any aspect of violence in the workplace. *(Revised by Order No. 98-9-9-9, Effective 9.9.98)*

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