

RESOLUTION NUMBER 7295

WHEREAS, the City of Beatrice complies with all federal, state, and local equal employment opportunity laws and makes every effort to ensure that it does not discriminate against employees and applicants.

WHEREAS, the Mayor and City Council of the City of Beatrice wish to establish policy guidelines regarding equal employment opportunity laws for the City's employees and applicants.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BEATRICE, NEBRASKA:

SECTION 1. That the "Equal Employment Opportunity Policy", marked as Exhibit "A", attached hereto and incorporated herein by this reference, be and hereby is adopted.

SECTION 2. That any and all resolutions or parts of resolutions in conflict herewith are hereby repealed.

RESOLUTION PASSED AND APPROVED this 6th day of May, 2024.

Attest:


Erin Saathoff, CMC, City Clerk


Robert Morgan, Mayor

**CITY HALL**

400 Ella Street | Beatrice, NE 68310
 Phone: 402.228.5200 Fax: 402.228.2312

SERVICE CENTER

500 North Commerce Street | Beatrice, NE 68310
 Phone: 402.228.5211 Fax: 402.223.5181

EQUAL EMPLOYMENT OPPORTUNITY POLICY

The City of Beatrice complies with all federal, state, and local equal employment opportunity laws. In all hiring and employment practices, the City makes every effort to ensure that it does not discriminate against employees and applicants. This policy addresses the City's commitment to providing equal employment opportunity (EEO) for all employees and applicants and to promoting diversity in the workplace.

The City complies with all laws prohibiting discrimination against employees and applicants based on race, color, religion, sex, sexual orientation, gender identity, gender expression, age, national origin, citizenship status, disability, genetic information, or veterans' status.

Equal opportunity extends to all aspects of the employment relationship, including hiring, promotions, training, working conditions, compensation, and benefits.

COMPLAINT PROCEDURES

If employees or applicants believe that they have faced discrimination or if employees or applicants are aware of any actual or suspected workplace conduct that could be regarded as discriminatory, they should report such conduct immediately to the attention of their supervisors, management staff, City Administrator/General Manager, City Attorney, or City Clerk.

The City investigates all discrimination complaints promptly and supports employees' cooperation with investigations. Anyone involved in reporting EEO violations or in investigations of EEO complaints can expect confidentiality to the full extent afforded by law. Any information obtained during investigations also is kept confidential to the full extent possible under law.

INFORMAL DISPUTE RESOLUTION

Where appropriate, informal resolution of discrimination complaints is used. Such an approach can include counseling those who commit discrimination or serving as a mediator between the two (2) parties.

When a discrimination complaint cannot be resolved informally, a written report of the investigation that includes recommendations for further action is prepared and delivered to the City Administrator/General Manager. Recommendations can include discipline for those who commit discriminatory actions and restoration of the terms, conditions, or opportunities that were lost or denied employees or applicants because of discrimination.

ANTI-RETALIATION

The City ensures that employees and applicants who complain about discrimination, oppose any discriminatory practice, or participate in investigations of such complaints are protected against retaliation. The City does not discourage or obstruct employees and applicants from filing complaints with the federal Equal Employment Opportunity Commission or state or local EEO agency.

Employees also are protected against retaliation for talking about discrimination in response to questions that come up during internal investigations. No adverse employment actions are taken against employees and applicants who file EEO complaints, oppose discriminatory actions, or participate in investigations of such complaints.

DISCIPLINE

All employees, including supervisors and managers, who engage in discriminatory conduct or harassment are subject to immediate disciplinary action, up to and including termination.

COMMUNICATIONS

All government nondiscrimination posters and City's EEO policies are displayed permanently in conspicuous locations in all facilities and on the City's employee portal. Notices, advertisements, forms, job descriptions, and other specifications relating to employment do not indicate any preference, limitation, or discrimination based on race, color, religion, sex, sexual orientation, gender identity, gender expression, age, national origin, citizenship status, disability, genetic information, or veterans' status.