



TOWN OF ULYSSES
10 Elm Street, Trumansburg, NY 14886
ulysses.ny.us

DIVERSITY, EQUITY AND INCLUSION POLICY
Adopted 7/13/21

The Town of Ulysses recognizes that diversity, inclusion, and equity 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, inclusion, and equity, 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 equity and fairness for all in our employment decisions, policy creation, and interactions with the public. It expresses our commitment not to discriminate on the basis of race, color, gender, religion, religious creed, sex, familial or marital status, age, national origin or ancestry, physical or mental disability, genetic information/predisposition or carrier status, military or veteran status, sexual orientation, self-identified or perceived sex, gender expression, gender identity and the status of being transgender, pregnancy (including childbirth and related medical conditions, and including medical conditions related to lactation), citizenship, domestic violence victim status, economic status, or any other characteristic protected by applicable federal, state or local law.

This policy applies to all elected officials, employees, interns, contractors, and volunteers serving the Town of Ulysses on site or at program locations.

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 decrease historic barriers to employment that have previously reduced the number of qualified members of underrepresented groups to be considered for town civil service positions;
- Promote and support training for all employees, elected officials and volunteers that enables us fulfill these commitments;
- Identify and take opportunities to increase the diversity of our appointed boards and commissions, and make concerted efforts to reach out to and encourage participation from underserved and under-represented communities within Ulysses;
- 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 Section 803. Members of the public or elected officials with complaints should address their complaints to the Town Supervisor or the Town Board’s designated 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~~ updating the Town Board if any complaints or violations are submitted under the policy within 30 days of submission. The Town Board will review this report policy and our progress in achieving these goals at least once per year, ideally at the first meeting in February at the Town’s annual organizational meeting.

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