

RESOLUTION 78-15

A RESOLUTION ADOPTING THE CITY OF BLOOMINGTON'S
AMENDED AFFIRMATIVE ACTION PLAN

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BLOOMINGTON,
INDIANA:

Section 1. That the Common Council hereby approves the attached
Affirmative Action Plan, amending Resolution 75-23 passed on September
4, 1975, submitted by the Mayor of the City of Bloomington, Indiana.

Passed and adopted this 15 day of June, 1978, by
the Common Council of the City of Bloomington, Monroe County, Indiana.

John F. Richardson
John F. Richardson, President
Bloomington Common Council

Approved this 16 day of June, 1978, at the hour
of 4 o'clock p.m.

Francis X. McCloskey
Francis X. McCloskey, Mayor
City of Bloomington

CITY OF BLOOMINGTON - AFFIRMATIVE ACTION PLAN

I. WHEN EFFECTIVE - AMENDMENTS

This Affirmative Action Plan for the City of Bloomington shall become effective when presented by the Mayor of the City of Bloomington to the Common Council of the City of Bloomington, and adopted by the Council in the form of a resolution, pursuant to Chapter 2.60.050(b) of the Municipal Code of the City of Bloomington,

Amendments to this plan shall become effective when presented to the Common Council by the Mayor, and adopted by the Council in the form of a resolution.

II. LAWS AND ORDERS REQUIRING EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION

A. Executive Order 11246 (as amended by Executive Order 11325)

Requires specified contractors and subcontractors using federal funds to prevent discrimination based upon race, religion, color, sex or national origin, and to develop and implement written affirmative action programs for their employment policies and practices.

B. Title VII of the 1964 Federal Civil Rights Act (as amended by the Equal Employment Opportunity Act of 1972)

Prohibits private and public employers from discriminating on the basis of race, religion, color, sex, and national origin with regard to any term, privilege or condition of employment, if they have fifteen (15) or more employees.

C. Indiana Civil Rights Law

Prohibits private and public employers from discriminating on the basis of race, religion, color, sex, handicap, national origin and ancestry with regard to any term, condition or privilege of employment, if they have six (6) or more employees.

D. Bloomington Human Rights Ordinance

Prohibits private and public employers from discriminating on the basis of race, religion, color, sex, ^{HANDICAP,} national origin and ancestry with regard to any term, condition or privilege of employment if they have six (6) or more employees.

E. Federal Equal Pay Act of 1963 (as amended)

Requires all employers covered by the Fair Labor Standards Act, and others, to provide equal pay for equal work, regardless of sex.

F. Federal Age Discrimination in Employment Act of 1967 (as amended)

Prohibits private and public employers with twenty (20) or more employees from discriminating against persons between 40 and 65 years of age, on the basis of age. The Discrimination on Account of Age Act prohibits similar discrimination in the state of Indiana.

G. Title VI of the 1964 Federal Civil Rights Act

Prohibits recipients of any federal financial assistance from discriminating against, denying benefits of or excluding from participation any person, in any program or activity so funded because of their race, color or national origin.

H. State and Local Fiscal Assistance Act of 1972

Prohibits discrimination on grounds of race, color, national origin and sex with regard to participation in and the benefits of any program or activity, funded in whole or part, by Revenue Sharing.

I. U.S. Constitution-14th Amendment

Prohibits states from depriving any person of life, liberty or property without due process of law and prohibits states from denying any person within their respective jurisdictions the equal protection of the laws. A similar prohibition appears in the Indiana Constitution.

J. Rehabilitation Act of 1973

Prohibits Specified Contractors and any recipient of federal assistance from discriminating against or denying benefits to, or excluding from participation in any federally funded program or activity, otherwise qualified individuals, because of physical or mental handicaps.

K. Vietnam Era Veterans Readjustment Act of 1974

Requires Specified Contractors to take affirmative action to employ qualified disabled veterans and veterans of the Vietnam Era.

III. DEFINITIONS

A. Minorities

Minorities shall be identified by the following definitions set by the Federal Equal Employment Opportunity Commission:

Black---Includes Americans of black African origin or descent as well as those of the black race identified as Jamaican, Trinidadian, and West Indian.

Spanish Surnamed (Latino)---Includes all persons of Mexican, Puerto Rican, Cuban, Latin American or Spanish descent including all persons whose native language, cultural heritage, and/or ancestry are rooted in Spain or Latin America.

American Indian--- Includes persons who indentify themselves or are known as such by virtue of tribal associations or consider themselves native Americans.

Asian American---Includes persons of Japanese, Chinese, Korean, or Filipino descent or whose appearance reveals East Asian or Polynesian origins (but not Pakistani and East Indians, who are classified along with all persons of Indo-European descent as White).

Other---Includes Aleuts, Eskimos, Malaysians, Thais and others not covered in the above specified categories.

B. Handicapped Individuals

Handicapped individuals covered under this Plan include any persons with physical or mental impairments who with reasonable accommodation can perform the essential functions of a particular job.

C. Veterans

Veterans covered under this Plan include all veterans classified by an agency of the federal government as being "disabled" to any degree; as long as the specific "disability" is unrelated to such person's ability to perform a particular job; and all veterans of the Vietnam Era, as that Era is defined by rulings or orders of the President of the United States.

D. The City of Bloomington

The City of Bloomington shall mean all departments, boards, units, branches and subdivisions of the City of Bloomington, or any other quasi-independent institutional arrangements created by the City of Bloomington, including but not limited to the Utilities Service Board, all authorities, all agencies and all commissions. All non-elected employees of the City of Bloomington who earn any wages or salary from the City of Bloomington are covered under this Plan, as are all applicants for employment with the City of Bloomington for any of the covered positions.

E. Disadvantaged Groups

As established by the U.S. Department of Labor, disadvantaged groups will be said to include the following: poor persons who do not have suitable employment and who are either: (1) school dropouts, (2) under twenty-two (22) years old, (3) forty-five (45) years or older, (4) handicapped, or (5) subject to special obstacles to employment.

IV. GENERAL POLICY

The City of Bloomington, pursuant to this Affirmative Action Plan, shall implement its personnel policies and procedures in conformity with the following affirmative action principles:

1. Hiring and promotion of individuals shall be based upon job-related skills and qualifications and not upon race, religion, color, sex, national origin, ancestry, age, handicaps, or disadvantages.

2. Recruitment shall be done on a basis which reasonably notifies all qualified applicants of position openings; and extra recruitment efforts shall be directed toward veterans and groups traditionally under-

represented in the workforce in general, or in particular areas of the workforce.

3. The skills and potential of all present employees shall be utilized and developed to the fullest extent possible; including but not limited to the creation of opportunities for training, transfer and promotion.

4. All employees and applicants for employment shall be informed of their avenues for redress of any grievances concerning race, religion, color, sex, national origin, ancestry, age, handicaps or disadvantages, and no retaliatory action whatsoever shall be taken against any individual who utilizes said avenues of redress.

5. Every effort shall be made to provide employees, including management and supervisory personnel, with counseling and information regarding equal employment opportunity and the duties and responsibility incumbent upon them as a result of this Affirmative Action Plan and personnel policies and practices established pursuant to this Plan.

6. No employee shall suffer any unequal treatment with regard to any aspect of the employment situation, including but not limited to placement, use of facilities, duties, discharge, layoff, reprimands, etc., on the basis of race, religion, color, sex, national origin, ancestry, age, handicaps or disadvantages.

7. Contractors and bidders for contracts with the City of Bloomington which are covered under the official Contract Compliance Regulations of the Bloomington Human Rights Commission shall submit and comply with written Affirmative Action Plans, as well as comply with contractual promises and the procedures of the Bloomington Human Rights Commission under those regulations, when those regulations become effective upon the adoption of Resolution 75-4 by the Common Council of the City of Bloomington.

8. The City of Bloomington shall refrain from participating in or entering into any associations, contracts or institutional arrangements with any unit, agency or institutional arrangement of a regional, county, state or national nature, which is not an Equal Opportunity Employer or does not have an Affirmative Action Plan for its individual employees until the City has made a good faith effort to persuade such units, agencies and institutions to pursue Equal Employment Opportunity and Affirmative Action. This policy shall hold in all cases except when the strongest possible attempts have been made to have those units, agencies or institutions adopt Equal Opportunity and Affirmative Action plans have failed, and the associations, contracts and arrangements to be entered into are overriding in importance.

9. This Affirmative Action Plan and all goals and time tables established pursuant to this Plan, shall be publicized to the general community and shall be available for inspection and duplication by any member of the public.

V. RESPONSIBILITIES

A. Office of the Mayor

The Mayor, as chief executive officer of the City, shall bear final responsibility for the success of the Affirmative Action Plan. The Mayor has the responsibility of promulgating the Plan and shall initially, and thereafter periodically review the Plan's success, with special emphasis placed upon the achievements of: (1) the elimination of discriminatory employment practices or policies; (2) the meeting of established goals and time tables under the plan; (3) providing the necessary fiscal, legal and moral support of his or her office to the operation of this Plan. The Mayor shall bear ultimate responsibility for setting of goals and time tables, shall appoint members of the Advisory Board (some with the advice and consent of the Common Council). The Mayor shall also make a written and public response to all recommendations of the Advisory Board.

B. The Common Council

The Common Council shall effectuate this Plan by adopting it in resolution form, and shall effectuate all amendments to this Plan in the same fashion. The members of the Common Council shall provide the necessary fiscal, legal and moral support of their offices to the successful operation of the Plan, and shall be presented with a detailed Report on the success of the Plan at least annually, by the Equal Opportunity Officer. The Council shall also give their advice and consent to several appointments to the Advisory Board, when appropriate.

C. Personnel Department

The Personnel Director shall be a member of the Advisory Board and shall be responsible for the collection and maintenance of all statistical data necessary for the informed deliberation of the Advisory Board. The Personnel Director shall also be responsible for furnishing all employment information required by law to the Equal Employment Opportunity Commission.

All personnel policies established pursuant to this Plan or required by law shall be implemented by the Personnel Director. The Personnel Office shall prepare and maintain (including updating) a written statement of all such personnel policies, which policies shall be distributed to all managerial, supervisory and other employees of the City of Bloomington, the Mayor, and the Advisory Board, the Equal Opportunity Officer and the Common Council, and which shall be available in reasonable quantity for any member of the general public at the Personnel Office.

D. The Equal Opportunity Officer

Specific responsibilities of the Equal Opportunity Officer include:

1. Providing counseling and information to all employees, supervisory and otherwise, concerning the Affirmative Action Plan and how to implement personnel policies created pursuant to the Plan.

2. Enforcement responsibility for equal opportunity mandates imposed by the federal government under any and all of the federal laws, orders or regulations dealing with equal opportunity and affirmative action in the use of federal funds.

3. External publicity of the City's equal opportunity and affirmative action efforts, and cooperative liaison responsibilities with community groups, including those groups representing the interests of minorities, women, the aged, veterans, the disadvantaged and the handicapped.

4. Responsibility for day-to-day implementation of policies (other than those under the Personnel Department) and the meeting of goals and time tables established pursuant to this Plan.

5. Primary responsibility for development and implementation of an Employee Recruitment Program to guarantee equal opportunity for protected classes of people.

6. Compile a list entitled, "Affirmative Action Accomplishments" which shall be attached to this Plan. Said list shall include: all of the positive efforts taken by the City of Bloomington to further the purposes of the Affirmative Action Plan. Such list shall be composed of items selected by a vote of a majority of a quorum of the Affirmative Action Advisory Board, with additions to said list selected in the same manner, and the Equal Opportunity Officer shall be responsible for maintaining the list in current form.

E. The Advisory Board

The Advisory Board shall consist of the following members:

1. The Mayor's Representative (appointed solely by the Mayor), who shall serve at the will of the Mayor.

2. Council Representative (appointed solely by the Common Council), who shall serve at the will of the Common Council.

3. The Equal Opportunity Officer.

4. The Director-Attorney of the Bloomington Human Rights Commission.

5. An appointee of the Human Rights Commission from the Contract Compliance Committee, who shall serve at the will of the Human Rights Commission.

6. The Personnel Director.

7. Representative of Line Management (appointed by the Mayor with the advice and consent of the Common Council), who shall serve for a period of two (2) years.

8 & 9. One woman and one minority representative of the workforce not in Line Management (appointed by the Mayor with the advice and consent of the Common Council) who shall serve for a period of two (2) years.

10. One other representative of the workforce not in Line Management (appointed by the Mayor with the advice and consent of the Common Council), who shall serve for a period of two (2) years.

11. One handicapped representative of the workforce not in Line Management (appointed by the Mayor with the advice and consent of the Common Council), who shall serve for a period of two (2) years.

12. The Mayor shall designate one member of the Advisory Board to serve as Chairman.

Board Members with a fixed term of office may be removed for cause. "Cause" shall include, but not be limited to, failure to attend two consecutive regularly scheduled meetings of the Board or four regularly scheduled meetings of the Board in any twelve month period. Provided that any Board Member may submit in writing to the mayor if the mayor appointed him, or the common council if the council appointed him, any extenuating circumstances. Such written submission must be made before the formal decision to remove is reached. Acceptance of extenuating factors by the appointing official or body puts the Board Member on notice that further excessive absenteeism will result in removal.

The Advisory Board shall be a body which initiates recommendations on the policies (personnel and otherwise) to be followed by the City of Bloomington as part of this Affirmative Action Plan, as well as initiating recommendations as to specific goals to be met within designated time periods. They shall meet as called by the Chairman, but at least quarterly per calendar year. All recommendations shall be made in writing in a public document and shall be adopted by a majority of a quorum at a public meeting. All meetings shall be public, but executive sessions may also be held. Minority opinions of members shall also be in writing and in public documents.

All recommendations of the Advisory Board shall be presented to the Mayor formally by the Chairman of the Board, and the Mayor shall respond to each recommendation in writing in a public document within thirty (30) days from the date of submission. If a response is not forthcoming from the Mayor within thirty (30) days, the Chairman will resubmit the recommendation(s) to the Mayor for his/her action and shall continue to resubmit the recommendation(s) every thirty (30) days upon approval of the Board. All recommendations adopted by the Mayor shall become a part of this Affirmative Action Plan, and the Equal Opportunity Officer and Personnel Director shall be responsible for the implementation, updating and information dissemination of any such additions.

The Advisory Board, upon the request of a majority of a quorum at a public meeting, shall be provided with any and all information necessary to make an informed deliberation upon any policy aspect of equal employment opportunity or affirmative action, by any employee of the City of Bloomington. The Mayor shall be responsible for insuring that said request for information is complied with promptly and completely.

Members of the Advisory Board, as well as any member of the general public, may sponsor legislation dealing with personnel and other policies, and which proposed ordinances shall be dealt with in the same fashion as are all other proposed ordinances under the Indiana Code and Municipal Code of the City of Bloomington.

VI. UNION AGREEMENTS

In all collective bargaining agreements effective between the City of Bloomington and any union, there shall be a non-discrimination clause prohibiting both the City of Bloomington and the union from denying any employee covered under the terms of the agreement, an equal employment opportunity in any terms, conditions or privileges of employment, because of race, religion, color, sex, national origin, ancestry, age, disadvantage, or handicap.

The terms of such a clause in such a collective bargaining agreement shall have the same meaning as they have in this Affirmative Action Plan.

VII. SPECIFIC ISSUES TO BE ADDRESSED IMMEDIATELY

All of the groups and individuals having responsibilities listed in this Plan, under (V) of this Plan, shall immediately address themselves to the following issues and take all steps necessary to deal with said issues in a manner consistent with the principles of equal employment opportunity, affirmative action, merit employment and the mechanics of this Plan:

1. Equal Treatment of All Applicants

In order to insure that any and all intentional and unintentional barriers to equal employment opportunity are eliminated, a routinized procedure for hiring should be instituted. Application forms should be studied to determine if any questions elicit information which is not demonstrably related to work to be performed, and information which would have a detrimental effect upon the employment of any identifiable group if used in evaluation. The interviewing process should be standardized as much as possible, so that all candidates may present the full extent of their talents and qualifications and be judged upon identical and relevant criteria. Job descriptions and minimum qualifications should be instituted, adhered to, and kept up to date. Tests should be scrutinized with scientific care prior to utilizations.

2. Equal Opportunity for Advancement

Establishing a system of job classification will assist in maintaining equity for purposes of both advancement and pay. Jobs may be classified by degree of difficulty, skill, expertise and responsibility, and may provide for merit increases within as well as between classifications. The feasibility of performance evaluations should be addressed to

assist in not only the evaluation of performance, but also to reduce the inequity arising from personality conflicts between employees and some supervisors as well as the inequity of varying standards of performance among the many supervisors. Training and education programs and opportunities should be available on some basis to encourage the development and use of all employees to their maximum potentials.

3. Recruitment

Advertising should be undertaken for each entry-level opening and all advanced positions which cannot be filled by transfer and promotion from within. Special referral sources should be developed and regularly utilized when soliciting applicants. Such referral sources should include but not be limited to veteran's groups, vocational rehabilitation centers, minority and women's groups, and organizations for the elderly and disadvantaged. Recruitment should initially focus on soliciting qualified applicants from Bloomington and the Monroe County area, prior to seeking them from other geographical locations.

4. Record Keeping

Detailed and complete records should be maintained on all aspects of employment, not only for purposes of responding to the legal requirements of federal agencies, but also for purposes of internal use by responsible groups and individuals, listed under part (V) of this Plan. Such record keeping is essential if problem areas are to be identified and solutions proposed to any inequities or unlawful discriminations.

5. Benefits and Working Conditions

Pay should be equal for substantially equal work. Opportunities for transfer and re-assignment should be clearly stated and available for all employees on an equal basis. Impediments to the employment of women and the handicapped which are due to the inadequacy of facilities must be eliminated. Income protection plans, sick leave, credit unions, vacations, retirement plans, and the like must be examined to make certain that they afford full coverage and benefits on an equal basis and do not operate to the unjustifiable detriment of any group, identifiable in whole or part on the basis of their race, religion, color, sex, national origin, ancestry, age, handicap or disadvantage.

6. Special Programs

Whenever possible, special programs should be instituted and aimed at those groups in the population who have been victimized, intentionally or unintentionally, by traditional personnel and other employment practices of employers, or whose special needs have been traditionally neglected by such policies and practices. A brief list of examples, not meant to be exclusive, include: (a) architectural or job-duty rearrangement to accommodate certain handicaps; (b) special arrangements to accommodate beliefs and practices of minority religions; (c) integration of the use of languages other than English in the dissemination of important information; (d) on-the-job training programs and release time for educational advancement previously denied because of economic status or prejudice; (e) sensitivity training for supervisors and other employees, focusing upon understanding how to work among those with other social and cultural beliefs and values, in harmony and efficiency.

7. Goals and Time Tables

Along with all recommendations for policies, personnel and otherwise, which shall be made for inclusion into this Plan, goals and time tables shall be set for the implementation of such recommendations, and such goals and time tables shall be specifically addressed, along with all recommendations, by the Mayor, in conformity with the mechanics of this Plan. The Personnel Director (with regard to information which is not specifically on the City of Bloomington) shall be responsible for the acquisition of all data and statistics necessary for an analysis of the work force, to be made by the Advisory Board. Such analysis will not only attempt to identify problem areas in the City of Bloomington with regard to equal employment opportunity, but will also focus on the current hiring and job placement of all workers, broken down by race, religion, color, sex, national origin and ancestry (as those breakdowns are reflected in the EEO-4 Reports filed by the City of Bloomington with the Equal Employment Opportunity Commission) and, where feasible, will include information on age, military status, handicap and disadvantage. The latter focus will be for the purposes of setting hiring and placement goals for such groups in relation to particular jobs or working divisions, as well as with reference to the City work force in the entirety with such goals to be met within reasonably estimated time limits. The purpose behind such goals will be an attempt to reflect full utilization of such groups in the work force of the City of Bloomington, proportional to their representation in the geographical area from which they are solicited. Such goals are not to be regarded as quotas, but as reasonably based estimates of progress to be made. Each Board, department, unit, branch and subdivision of the City of Bloomington shall be responsible for making a good faith effort to meet all goals and time tables established, and may be called upon by the Mayor or may be called upon by the Advisory Board, to demonstrate the good faith efforts undertaken to meet such goals and time tables, whether or not they have been successful.

8. Publicity and Dynamics

The Personnel Director (see point V (C) of the Plan) and the Equal Opportunity Officer (see point V (D) of this Plan) are primarily responsible for the publicity of this Plan among the work force of the City of Bloomington and throughout the general community. Without extensive publicity the Plan will lose much effect, as the rights and benefits of the Plan may be unclaimed--so those individuals should make maximum efforts in this respect. An Affirmative Action Plan is not a dead letter, but a growing and changing document, which must remain responsive to needs and dynamic in form. Therefore, as recommendations are realized, they should conscientiously be appended to this document, widely publicized by the responsible individuals, and immediately implemented by those with the authority to do so.

-10-

Synopsis

Resolution 78-15

A Resolution Adopting the City of Bloomington's Amended Affirmative Action Plan

In 1975, the City adopted an Affirmative Action Plan which needs to be amended from time to time. The present amendments change the definition of "handicap" to conform to guidelines of the Department of Health, Education and Welfare; add a handicapped employee to the Affirmative Action Advisory Board; and delete the internal grievance procedure in favor of complaints going through the procedure adopted in the City's Personnel Manual, the Bloomington Human Rights Commission, State Civil Rights Commission, and/or the Federal Equal Employment Opportunity Commission.

EXPLANATION OF AMENDMENTS TO AFFIRMATIVE ACTION PLAN (formerly Res. 78-14)

The City of Bloomington Affirmative Action Plan attached to Resolution 75-23 shall be amended as follows:

Part II C., amended by adding the word "handicap" after the word "sex" in the second line of the subsection.

Part II D., amended by adding the word "handicap" after the word "sex" in the second line of the subsection.

Part III B., amended by deleting the phrase "condition which create temporary or permanent disabilities, which disabilities are unrelated to their ability to perform a particular job'" and by adding the phrase "impairments who with reasonable accommodation can perform the essential functions of a particular job."

Part IV 4., amended by deleting the sentence "Furthermore, informal and internal grievance procedures covering the same areas of concern shall be established and made available for employees and applicants for employment, with no retaliation or penalty of any type being imposed for the use of such procedures."

Part V A., amended by deleting the phrase "and shall hear and determine all appeals from the internal grievance procedure: or designate a representative to hear and determine said appeals."

Part V D., amended by deleting the first paragraph "The Equal Opportunity Officer shall be Chairman of the Advisory Board and shall have all of the power, duties, and responsibilities listed in the Official Contract Compliance Regulations of the Bloomington Human Rights Commission."

Part V D 1., amended by deleting the phrase "(1) Arbitrator at the initial stage of the internal grievance procedures."

Part V D. 6., amended by deleting the phrase "(6) Responsibility to formally present the Mayor with recommendations of the Advisory Board."

Part V D., Subsections 2, 3, 4, 5 shall be renumbered 1, 2, 3, 4.

Part V D. amended by adding subsections (5) Primary responsibility for development and implementation of an Employee Recruitment Program to guarantee equal opportunity for protected classes of people; and (6) Compile a list entitled "Affirmative Action Accomplishments" which shall be attached to this Plan. Said list shall include: All of the positive efforts taken by the City of Bloomington to further the purposes of the Affirmative Action Plan. Such list shall be composed of items selected by a vote of a majority of a quorum of the Affirmative Action Advisory Board, with additions to said list selected in the same manner, and the Equal Opportunity Officer shall be responsible for maintaining the list in current form.

- Part V E 1., amended by adding the phrase "who shall serve at the will of the Mayor."
- Part V E 2., amended by adding the phrase "who shall serve at the will of the Common Council."
- Part V E 3., amended by deleting the phrase "(who shall be Chairman)."
- Part V E 5., amended by deleting the sentence "The Chairman of the Bloomington Human Rights Commission (or Commission thereof, appointed by the Chairman)" and by adding the sentence "An appointee of the Human Rights Commission from the Contract Compliance Committee who shall serve at the will of the Human Rights Commission."
- Part V E 7., amended by adding the phrase "who shall serve for a period of two (2) years."
- Part V E 8 and 9., amended by deleting the words "Equal Opportunity Officer" and adding the word "Mayor" and by adding the phrase "who shall serve for a period of two (2) years."
- Part V E 10., amended by deleting the words "Equal Opportunity Officer" and adding the word "Mayor" and by adding the phrase "who shall serve for a period of two (2) years."
- Part V E, amended by adding subsection "(11). One handicapped representative of the work force not in Line Management (appointed by the Mayor with the advice and consent of the Common Council) who shall serve for a period of two (2) years", and "(12) The Mayor shall designate one member of the Advisory Board to serve as Chairman."
- Part V E, amended by adding a new paragraph after VE (12) to read: "Board Members with a fixed term of office may be removed for cause. "Cause" shall include, but not be limited to, failure to attend two consecutive regularly scheduled meetings of the Board or four regularly scheduled meetings of the Board in any twelve month period. Provided that any Board Member may submit in writing to the mayor if the mayor appointed him, or the common council if the council appointed him, any extenuating circumstances. Such written submission must be made before the formal decision to remove is reached. Acceptance of extenuating factors by the appointing official or body puts the Board Member on notice that further excessive absenteeism will result in removal."
- Part V E, amended by deleting from the second sentence of the second paragraph which begins and ends, "They shall meet...but at least quarterly per calendar year." (the phrase "Equal Opportunity Officer, who will be."
- Part V E, amended by adding after the phrase in the first sentence of the third paragraph "to each recommendation in writing a public document" the phrase "within thirty (30) days from the date of submission. If a response is not forthcoming from the Mayor within thirty (30) days the Chairman will resubmit the recommendation(s) to the Mayor for his/her action and shall continue to resubmit the recommendation(s) every thirty (30) days upon approval of the Board."
- Part VI., shall be deleted.
- Parts VII and VIII., amended by renumbering VII as VI and VIII as VII.

COMMITTEE REPORT SHEET

Legislative #: Appropriation Ordinance - Ordinance - Resolution 78-15

Title: To Adopt Affirmative Action Plan

Committee: Community Development Public Facilities Joint Mtg. ✓

Submitted by: Haynes Office

Meeting Date: 6/8/78

Committee Discussion/Recommendation:

VOTE OF AYES: 8, NAYS: 0, FOR DO PASS RECOMMENDATION.

Signatures of Councilmembers Present:

T. Allison
JR
Rayo
622
[Signature]

[Signature]