

**RESOLUTION 1910**

**A RESOLUTION APPROVING AN EQUAL OPPORTUNITY POLICY**

**WHEREAS**, the City Council of the City of West Branch desires to provide equal opportunity to all employees, applicants and program beneficiaries; to provide equal opportunity for advancement of employees; to provide program and employment facilities which are accessible to the handicapped and to administer its programs in a manner that does not discriminate against any person because of race, creed color, religion, sex national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation; and

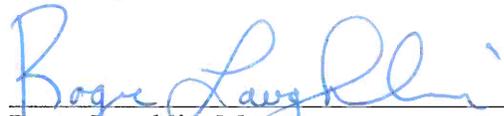
**WHEREAS**, the City Council has authorized the City Administrator to have the responsibility for the overall administration of the affirmative action/equal opportunity program. The total integration of equal opportunity into all parts of personnel and program management is the City Administrator's responsibility. The City Administrator will review all policies and procedures as the affect equal opportunity and affirmative action and ensure compliance with relevant federal and state statutes; and

**WHEREAS**, the right to appeal and recourse is guaranteed by the City of West Branch. Any person who feels that he or she has been denied employment, participation, representation, or services in any program administer by the City because of race, creed, color, religion, sex, national origin, age disability, political affiliation, sexual orientation, or citizenship has the right to file an equal opportunity complaint. Information and assistance relative to equal opportunity complaints shall be provided by the City Administrator, who can be contacted at 319-643-5888; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of West Branch, Iowa, that the West Branch Employee Handbook be amended to allow the inclusion of the equal opportunity policy.

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**Passed And Approved This 22<sup>nd</sup> Day Of June, 2020.**

  
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Roger Laughlin, Mayor

ATTEST:  
  
\_\_\_\_\_  
Redmond Jones II, City Administrator/Clerk



## EQUAL OPPORTUNITY POLICY

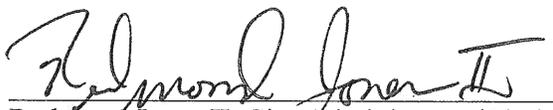
DATE: June 22, 2020

The City Council of the City of West Branch desires to provide equal opportunity to all employees, applicants and program beneficiaries; to provide equal opportunity for advancement of employees; to provide program and employment facilities which are accessible to the handicapped and to administer its programs in a manner that does not discriminate against any person because of race, creed color, religion, sex national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.

The City Council has authorized the City Administrator to have the responsibility for the overall administration of the affirmative action/equal opportunity program. The total integration of equal opportunity into all parts of personnel and program management is the City Administrator's responsibility. The City Administrator will review all policies and procedures as the affect equal opportunity and affirmative action and ensure compliance with relevant federal and state statutes.

The right to appeal and recourse is guaranteed by the City of West Branch. Any person who feels that he or she has been denied employment, participation, representation, or services in any program administer by the City because of race, creed, color, religion, sex, national origin, age disability, political affiliation, sexual orientation, or citizenship has the right to file an equal opportunity complaint. Information and assistance relative to equal opportunity complaints shall be provided by the City Administrator, who can be contacted at 319-643-5888.

This Equal Opportunity Policy of the City of West Branch shall be posted in conspicuous places within the facility, distributed to all employees, contractors and to the persons of all advisory and policy-making groups.

  
Redmond Jones II, City Administrator/Clerk