

RESOLUTION NO. 2019-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEFUNIAK SPRINGS, FLORIDA ADOPTING A COMMUNITY DEVELOPMENT BLOCK GRANT EQUAL EMPLOYMENT OPPORTUNITY POLICY; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of DeFuniak Springs recognizes the need to adopt an Equal Employment Opportunity Policy, and,

WHEREAS, the City Staff has submitted an Equal Employment Opportunity Policy for adoption, and,

WHEREAS, the City Council desires to establish an Equal Employment Opportunity Policy, and,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DEFUNIAK SPRINGS, FLORIDA THAT THE EQUAL EMPLOYMENT OPPORTUNITY POLICY WHICH IS AS FOLLOWS:

**CITY OF DEFUNIAK SPRINGS, FLORIDA
EQUAL EMPLOYMENT OPPORTUNITY PLAN POLICY**

The City of DeFuniak Springs is an Equal Opportunity Employer. People who are selected for employment in the City are hired on the basis of qualifications. No discrimination will be made concerning employment, compensation, promotion and other conditions of employment for reasons of age, sex, race, color, religion, disability, national origin, or genetics.

TIME PERIOD OF PLAN

The Equal Employment Opportunity Plan of the City of DeFuniak Springs shall remain in effect indefinitely, with provisions for updates as goals are met or the need for modification is evident.

STEPS TO ACHIEVING GOALS

The following steps will be taken to meet the Goals and Objectives set forth herein.

1. The City Manager has issued a letter announcing his commitment to Affirmative Action, soliciting the recruitment and retention of minorities and females.
2. Announce all underutilized entry level recruitment in the "Sunshine."
3. Maintain a mailing list of interested minority and female applicants to receive notice of job announcements.
4. Attend high school "career days" and take advantage of other recruitment opportunities.
5. Establish and maintain contact with community organizations to obtain recruiting assistance.
6. Follow up on minority and female applicants who do not report for interviews.
7. Solicit the assistance of minorities and females currently employed in municipal government.

SPECIAL BULLETIN

RE: Equal Employment Opportunity Plan

In keeping with the City of DeFuniak Springs's policy to afford equal employment opportunity for all qualified persons and to prohibit discrimination in employment, the City has adopted an Equal Employment Opportunity Plan.

The City's objective is to achieve equal employment opportunity for all qualified persons and to select applicants based on the qualification(s) of the applicant to perform job duties.

We will achieve this goal through the establishment of this Plan, and by taking into account the availability of qualified persons in the relevant job market, and by actively recruiting qualified members of minorities and female groups.

The City of DeFuniak Springs is committed to ensuring the attainment of equal employment opportunity and through this Plan will work to maintain a workforce that is reflective of the current labor market.

COMMUNICATION OF THE PLAN

INTERNAL:

Each Department Head will receive a copy of the City's Equal Employment Opportunity Plan. Recommendations and suggestions for changes will be reviewed and implemented as necessary. The Plan will be communicated to supervisors and employees by their respective Department Heads. It is hoped that a greater acceptance of the Plan will be enhanced through use of these channels. Copies of the Plan will also be available in the Personnel Office for any employee who wishes to review the Plan. Department bulletin boards will inform employees of any significant changes made in the Plan. The City will communicate its commitment to equal employment opportunity to its employees through the Employee Handbook.

EXTERNAL:

Copies of the Plan will be available for any interested person. The Equal Employment Opportunity Plan has been presented to the City Manager and has been approved. All recruiting sources, such as civic organizations, churches, fraternal societies, employment agencies, educational institutions, etc., shall be informed of the City's commitment.

MAINTENANCE

This policy shall be reviewed and updated as needed.

STATEMENT OF POLICY

Recognizing its legal and moral responsibilities, the City of DeFuniak Springs has voluntarily adopted this equal employment opportunity for all individuals regardless of race, color, religion, sex, national origin, disability, age, or genetics.

The diversity plan encompasses all departments of the City and concerns all employment practices; including, but not limited to, recruiting, testing, hiring, transfers, promotions, training, compensation, benefits, layoffs, and terminations. All managerial and supervisory personnel share in the responsibility for the implementation and dissemination of this policy.

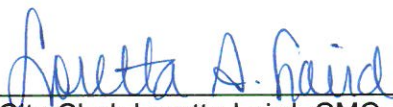
This Plan states the City's commitment to non-discriminatory practices and is a positive, not neutral, diversity program. This policy will benefit the City through the efficient utilization, development, and management of Human Resources.

IS HEREBY ADOPTED by the City Council of the City of DeFuniak Springs this twenty-fifth day of February, 2019.



Mayor Robert "Bob" Campbell

ATTEST:



City Clerk Loretta Laird, CMC