



POLICY ON DIVERSITY, EQUITY, AND INCLUSION (DEI) FOR EMPLOYEES, BOARD, AND VOLUNTEERS

Purpose:

To ensure that DHHSC fosters an inclusive, equitable, and respectful environment for all employees, volunteers, and clients. This policy affirms DHHSC's commitment to diversity, equity, and inclusion across all programs, services, and operations.

Policy Statement:

DHHSC is committed to creating a workplace and service environment that values and respects diversity, promotes equity, and ensures inclusion for all individuals regardless of race, ethnicity, gender, sexual orientation, gender identity, disability, religion, age, or any other protected characteristic. Discrimination, harassment, or bias of any kind will not be tolerated.

Responsibilities:

1. Employee and Volunteer Conduct

- a. All staff, administrators, and volunteers are expected to demonstrate respect and inclusivity in all interactions.
- b. Employees must actively contribute to an equitable and inclusive environment, such as attending DEI-focused trainings, and report incidents of discrimination or bias.

2. Reporting Concerns

- a. Any employee, client, or volunteer who experiences or witnesses discrimination, harassment, or bias-related behavior must report it immediately to their supervisor or the designated current Services Personnel Director.
- b. Reports will be reviewed promptly, with appropriate corrective action taken as needed.

3. Commitment to Accessibility and Equity

- a. DHHSC will ensure equitable access to its services, programs, and opportunities.
- b. Reasonable accommodations will be provided to ensure accessibility for all employees and clients.

4. Training and Awareness

- a. All employees and volunteers will participate in annual DEI training as part of onboarding and ongoing professional development.
- b. Training will address cultural competency, unconscious bias, inclusive communication, and anti-discrimination practices.

5. Confidentiality and Non-Retaliation

- a. Reports of discrimination, harassment, or bias will be treated with strict confidentiality.
- b. No employee, client, or volunteer will face retaliation for making a good faith report, defined as a report made with a sincere belief that it is true and having no personal agenda, or participating in an investigation.

6. Oversight and Compliance

- a. The DEI Officer, in collaboration with Human Resources, shall oversee compliance with this policy.
- b. DHHSC will annually review and update this policy to reflect best practices and organizational needs.