

RESOLUTION NO. 454

**A RESOLUTION OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, AMENDING
THE PERSONNEL POLICIES AND PROCEDURES MANUAL**

WHEREAS, the City as an employer is committed to helping end domestic violence as it effects its employees; and

WHEREAS, the City Council has adopted a Personnel Policies and Procedures Manual; and

WHEREAS, the City wishes supplement its current policy concerning domestic violence; NOW,
THEREFORE,


BE IT RESOVED BY THE CITY COUNCIL OF UNIVERSITY PLACE AS FOLLOWS.

Section 1. Personnel Policies and Procedures Amended. Section 2.07 of the Personnel Policies and Procedures is amended as shown in Attachment A to this resolution.

Section 2. Authorization of City Manager to Administer the Personnel Policies and Procedures as Amended. The City Manager shall administer the Personnel Policies and Procedures as amended in Attachment A to this resolution.

Section 3. Effective Date. This resolution shall take effect immediately upon adoption.

ADOPTED BY THE CITY COUNCIL ON JULY 19, 2004.



Ken Grassi, Mayor

Attest:



Catrina Craig, City Clerk

ATTACHMENT A

The City of University Place will provide appropriate support and assistance to employees who are victims of domestic violence (defined below). This includes: confidential means for coming forward for help, resource and referral information, work schedule adjustments or leave as needed to obtain assistance as feasible. Other appropriate assistance will be provided based on individual need.

The City is committed to working with employees who are victims of domestic violence to prevent abuse and harassment from occurring in the workplace. No employee will be penalized or disciplined solely for being a victim of harassment in the workplace.

Employees who are perpetrators of domestic violence are also encouraged to seek assistance. The City will provide information regarding counseling and certified treatment resources, and make work schedule arrangements to receive such assistance.

The City will not tolerate domestic violence including harassment of any employee, contractor, or any other member of the public while in City offices, facilities, work sites, vehicles, or while conducting City business. This includes the display of any violent or threatening behavior (verbal or physical) that may result in physical or emotional injury or otherwise places one's safety and productivity at risk.

Any employee who threatens, harasses, or abuses someone at the workplace or from the workplace using any City resources such as work time, workplace phones, FAX machines, mail, email, or other means may be subject to corrective or disciplinary action up to and including termination. Corrective or disciplinary action may also be taken against employees who are arrested, convicted, or issued a permanent injunction as a result of domestic violence when such action has a direct connection to the employee's duties as a City employee.

All employees need to take seriously the problem of domestic violence and its effects in the workplace. The City will take all reasonable measures to foster a safe working environment for all employees, contractors, and citizens.

Domestic Violence: The physical, sexual, and/or psychological abuse of an individual perpetrated by a current or former intimate partner.