



DATE: November 7, 2024

MEMO TO: Gina Roberts, Chair
Finance Committee

FROM: Mary E. Kann
Director of Administration

RECOMMENDATION: Recommend approval of an Ordinance amending Personnel Policy 2.1 – Equal Employment Opportunity and Personnel Policy 8.7 – Harassment.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability

FINANCIAL DATA: There is no immediate direct financial impact.

BACKGROUND: The Governor has signed into law changes to the Illinois Human Rights Act, that will be effective on January 1, 2025. These changes include making it a civil rights violation for any employer to make specific employment decisions on the basis of an employee's "family responsibilities", which the law defines as "an employee's actual or perceived provision of personal care to a family member". In addition, the law will prohibit discrimination based on "reproductive health decisions", which are defined as "a person's decisions regarding the person's use of: contraception; fertility or sterilization care; assisted reproductive technologies; miscarriage management care; healthcare related to the continuation or termination of pregnancy; or, prenatal, intranatal, or postnatal care".

Therefore, it is in the District's best interest to amend its Personnel Policies to comply with the changes in legislation.

REVIEW BY OTHERS: Director of Finance, Deputy Director of Human Resources & Risk, Manager of Board Operations, Corporate Counsel.

**LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**AN ORDINANCE AMENDING PERSONNEL POLICY 2.1 – EQUAL EMPLOYMENT
OPPORTUNITY AND PERSONNEL POLICY 8.7 – HARASSMENT**

WHEREAS, on March 19, 1976 the Lake County Forest Preserve District (the “District”) passed and approved certain Personnel Policies & Procedures, which have been amended from time to time (the “Policies”); and

WHEREAS, it is in the best interest of the District to amend Personnel Policy 2.1 – Equal Employment Opportunity and Personnel Policy 8.7 – Harassment; and

WHEREAS, such amendments to the Policies shall be in the form of Exhibit A attached to this Ordinance and incorporated herein by this reference (the “Amended Policies”);

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, **THAT**:

Section 1: Recitals. The recitals set forth above are incorporated as a part of this Ordinance by this reference.

Section 2: Approval of Amended Policies. The Amended Policies are hereby approved, and the Policies are hereby amended to include the Amended Policies.

Section 3: Effective Date. This Ordinance shall be in full force and effect on January 1, 2025, after its passage and approval in the manner provided by law.

PASSED this ____ day of _____, 2024

AYES:

NAYS:

APPROVED this ____ day of _____, 2024

Angelo D. Kyle, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Board Secretary
Lake County Forest Preserve District

Exhibit No. _____



2.1 Equal Employment Opportunity

Effective Date: August 15, 1980

Revision Date: February 20, 1981, June 14, 1984, June 21, 2002, October 14, 2005, November 10, 2009, November 12, 2013, September 8, 2020, [January 1, 2025](#)

Policy

The policy of the District in regard to equal employment opportunity continues to require employment, promotions and all personnel actions to be based solely on individual merit and personal capabilities without regard to race, religion, color, national origin, sex, gender identity, pregnancy, age, disability (mental or physical), sexual orientation, genetic information, order of protection, political affiliation, military service, [family responsibilities](#), [reproductive health decisions](#) or any protected classification under the Illinois Human Rights Act or Title VII of the Civil Rights Act.

Equal Employment Opportunity reporting will be completed by Human Resources.



8.7 Harassment

Effective Date: April 15, 1983

Revision Date: June 19, 1987, April 21, 1995, May 19, 2000, June 21, 2002, October 14, 2005, April 9, 2013, December 7, 2017, March 8, 2018, January 10, 2019, February 11, 2020, October 5, 2020, May 10, 2023, [January 1, 2025](#)

Policy

The District is committed to providing a work environment that is free of harassment based on an individual's actual or perceived sex (including gender identity, sexual orientation and pregnancy), race, color, age, mental or physical disability, religion, national origin, marital status, order of protection, [family responsibilities](#), [reproductive health decisions](#), or any other protected class pursuant to federal, state or local law. Such harassment is unlawful, is hereby prohibited, and will not be tolerated. This policy applies to any harassment of any District employee at work or that relates to such employee's employment, duties, or other terms or conditions of employment. This policy also prohibits any District employee from harassing any District contractor or consultant. It is the responsibility of each employee to refrain from harassment and to report any harassment and it is the right of each employee to work in an environment free from harassment.

Harassment of employees or contractors, whether sexual or otherwise, is strictly forbidden and is considered discrimination under Title VII of the U.S. Civil Rights Act of 1964 and other anti-discrimination laws, including state and local laws. The District has developed this specific policy against harassment.

Harassment can be subtle or overt. The best guard against harassment, whether intentional or not, is to treat all persons in a professional manner without regard to their actual or perceived sex, religion, national origin, race or the other protected classifications. This is what the District expects from all of its employees.

Each employee shall complete annual sexual harassment prevention training provided by the District.