

1 COMMITTEE ON RULES AND LEGISLATIVE ADMINISTRATION

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3 **Resolution on Workplace Safety and Respect**
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5 BE IT RESOLVED, by the Committee on Rules and Legislative Administration, that an
6 Interim Task Force on Workplace Safety and Respect is created. Membership of the task force
7 shall be the same as the Subcommittee on Workplace Safety and Respect of the Committee on
8 Rules and Legislative Administration. The Task Force will oversee the projects authorized under
9 this resolution. House Human Resources and House Research staff will provide assistance to the
10 Task Force, and may consult with outside resources as necessary. Projects authorized by the
11 Committee on Rules and Legislative Administration are:

12 **Community Survey**

13 By December 1, 2018, the House Human Resources and Research departments will
14 collaborate to develop, administer, and report the results of a community survey regarding
15 harassment and discrimination at the House.

16 **Dedicated Phone and Email Reporting**

17 By December 1, 2018, the House Human Resources department will work with other House
18 departments to establish a dedicated phone number and email address for taking reports,
19 complaints, or concerns about harassment and discrimination under House policy. The phone
20 line and email account will be monitored by at least three qualified and trained House staff.

21 **Publication, Dedicated Webpage**

22 By December 1, 2018, the House Human Resources Department will work with other House
23 departments to create a public-facing webpage of the House website dedicated to harassment and
24 discrimination. The page will include links to the House Policy Against Discrimination and
25 Harassment and the list of supervisors to whom reports, complaints, or concerns of
26 discrimination or harassment may be brought. The webpage will also include the dedicated
27 telephone number and email address adopted for taking complaints, reports, or concerns about
28 discrimination or harassment and a concise explanation of the reporting avenues available to
29 House employees, members, and third parties.

1 House Human Resources will work with other House departments to develop a print poster
2 containing information similar to that available on the dedicated webpage to be posted in House
3 spaces.

4 **Training**

5 By December 1, 2018, the House Human Resources and Research departments will propose
6 to the Task Force options and schedules for House member and employee training schedules that
7 include trainings on unconscious bias, respect in the workplace, as well as harassment and
8 discrimination training focused on bystander action.

9 **Review House Rules and Policies**

10 The Task Force will review House Rules and policies to ensure consistency with adopted
11 changes to the House Policy Against Harassment and Discrimination, and by December 1, 2018,
12 will propose changes, if any, to be considered by the Committee on Rules and Legislative
13 Administration of the House of Representatives in 2019.

Date adopted: _____

Signed: _____

JOYCE PEPPIN, CHAIR