

## TRUMBULL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

### Procedure

### Section 3.2

#### CULTURAL COMPETENCY AND DIVERSITY PLAN

Consistent with the Philosophy and Values of the Trumbull County Board of Developmental Disabilities (TCBDD), Leadership has created a Cultural Diversity Plan to increase awareness of cultural diversity and promote policies and practices that lead the Board in the direction of equality and accessibility. The Cultural Diversity Plan will utilize the following elements to address cultural competency for children and adults receiving services, family members, employees, and other stakeholders:

- Recognize that cultural issues are not limited to ethnicity considerations, but may also include religious, disability, rural or other issues;
- Value differences including cultural differences and recognize similarities among consumers, employees, customers and vendors;
- Support a work environment free of all forms of discrimination, including harassment - sexual, religious or cultural;
- Develop a diverse workforce which reflects the community;
- Conduct annual cultural diversity/competency training that fosters inclusion, tolerance, and respect for diversity in all and;
- Encourage a climate of cooperation in the work environments that promotes a positive attitude toward the provision of services.

Knowledge of and response to all aspects of diversity is a critical component in providing respectful and individualized quality services to children, adults, and families receiving services. The Leadership Team shall have the authority to ensure that the Board provides adequate training in the areas related to cultural issues within each program, the workplace environments, and in the supervision and employment of staff. The key components addressed by Leadership are as follows:

- TCBDD will advertise job opening in places and publication culturally sensitive to our population.
- TCBDD will institute education on cultural diversity for all new employees, and annually for all employees, to enhance cultural competency.
- In collaboration with the accessibility plan, determine that all program and operational facilities appropriately represent best practice in meeting the diversity expectations of those we serve.
- Display posters and other literature to raise awareness of Cultural Diversity at each location.

It is the responsibility of all Board employees to generate and maintain work environments in which consumers, employees, customers and vendors are respected, valued and welcomed. The Board encourages recruitment of persons served within our organization for employment and other leadership and advocacy roles.

All Board employees will foster environments that support the Board's core values of collaboration and teamwork, compassion, and dignity and respect and support the elimination of discrimination in the workplace.

Discrimination is a violation of state/federal civil rights laws, including Title VII of the Civil Rights Act, the Americans with Disabilities Act and the Age Discrimination in Employment Act. The Trumbull County Board is committed to providing:

- A workplace free from discrimination based on an individual's protected-class status of race, color, creed, religion, national origin, gender, age, disability, marital status, rural status, veteran status, sexual orientation, or ability to pay;
- A workplace free from harassment, including sexual, racial and cultural harassment;
- Affirmative action and equal employment opportunities in all phases of employment through recruitment, retention and advancement of culturally diverse and qualified people and utilization of job-related criteria in making employment decisions.

All persons served and their families, Board employees, customers, and vendors are expected to treat each other with dignity and respect. If anyone believes that he/she is a target of behavior that violates this plan or is witness to such conduct, he/she has the right to follow the complaint procedures as outlined in Board's policy Prohibition of Sexual Harassment and Other Forms of Discriminatory Harassment.

Related Policies:

- 1.3 Vision, Mission, Philosophy, and Values
- 3.0 Non-Discrimination in Services & Equal Employment Opportunity
- 3.1 Individuals with Disabilities Non-Discrimination Policy
- 3.3 Accessibility
- 3.28 Equal Employment Opportunity
- 3.30 Non-Discriminatory Contracts
- 3.31 Prohibition of Sexual Harassment & other Forms of Discriminatory Harassment

Adopted: 3/25/2013