

Community Corrections	CHAPTER: PERSONNEL	POLICY: 1.318
	Policy & Procedure Manual	SUBJECT: NON-DISCRIMINATION
DIRECTOR APPROVAL: <i>Erica Haas</i> <i>7.10.24</i>		PAGES: 2
	REF: County Policy 20.01, 20.20, 40.29	REVISION DATE: 7/10/24

POLICY:

The 28th Judicial District Community Corrections, a department of Saline County, does not discriminate against individuals based on race, color, national origin, religion, sex, disability and/or age.

PROCEDURES:

As a condition of state and/or federal grant funding, the 28th JDCC agrees to operate in compliance with the statutes, regulations and executive orders noted in the Kansas Governor’s Grant Program’s Non-Discrimination Policy, and all staff will complete civil rights training at least annually.

Complaints:

If anyone believes the 28th JDCC has discriminated against an employee, a client, a customer or a program participant, or anyone else, the incident must be reported immediately to the Supervisor, Department Head or Elected Official, the County Administrator, the Personnel Director or any other supervisor in accordance with Saline County policy 40.29. Complaints may also be filed with the KGGP or OJP listed below.

Finding of discrimination against the 28th JDCC will be reported to KGGP and the Office of Justice Programs.

Kansas Governor’s Grants Program
 Civil rights liaison: Erica Haas
 900 SW Jackson St.
 Landon State Office Building, Room 304 North
 Topeka, KS 66612
 Telephone: 785-291-3205
 Fax: 785-291-3204
 e-mail: erica.haas@ks.gov

and

Office of Justice
 Programs Office for
 Civil Rights 810 7th
 Street NW Washington,
 DC 20531
 Telephone: 202-307-0690
 Fax: 202-616-9865
 TTY: 202-307-2027

Notification:

Staff are notified of Saline County's non-discrimination and harassment policies at orientation, and these policies are reviewed with them annually as part of their evaluation process. Staff are told at orientation, and reminded at each evaluation that any complaints may be addressed to any county official or any supervisor. Saline County Commissioners act as the civil rights liaisons for all county employees. Current Saline County Commissioners are listed on the Saline County website.

Clients are notified of this agency's non-discrimination policy, and of complaint procedures at intake. The agency non-discrimination policy is also posted on the agency website.