

Resolution 18)

**RESOLUTION OF THE GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY ADOPTING THE FOLLOWING POLICIES, ANNEXED HERETO**

- WORKPLACE VIOLENCE PREVENTION POLICY
- SOCIAL MEDIA POLICY
- TITLE VI/NONDISCRIMINATION POLICY

This Resolution shall be deemed to take effect as of the date of its adoption.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u><b>VOTING</b></u>
Timothy Tenke	AYE
Vincent Hartley	AYE
Lindsay Anderson	AYE
<i>Tony Jimenez</i>	<i>Absent</i>
Gaitley Stevenson-Matthews	AYE
Luis Vasquez	AYE
<i>Danielle Willis</i>	<i>Absent</i>

The foregoing resolution was thereupon declared duly adopted.

ENTERED  
11-27-18  
CB

## **GLEN COVE COMMUNITY DEVELOPMENT AGENCY 2018 WORKPLACE VIOLENCE PREVENTION POLICY STATEMENT**

GLEN COVE COMMUNITY DEVELOPMENT AGENCY (CDA) is committed to the safety and security of its employees. Workplace violence presents a serious occupational safety hazard to our agency, staff, and clients.

Workplace Violence is defined as any physical assault or act of aggressive behavior occurring where a public employee performs any work-related duty in the course of his or her employment including but not limited to an attempt or threat, whether verbal or physical, to inflict physical injury upon an employee; any intentional display of force which would give an employee reason to fear or expect bodily harm; intentional and wrongful physical contact with a person without his or her consent that entails some injury; or stalking an employee with the intent of causing fear of material harm to the physical safety and health of such employee when such stalking has arisen through and in the course of employment.

Acts of violence against any of our employees where any work related duty is performed will be thoroughly investigated and appropriate action will be taken, including involving law enforcement authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as clients and visitors, following all policies, procedures and practices, and for assisting in maintaining a safe and secure work environment.

This policy is designed to meet the requirements of New York State Labor Law Art. 2 §27-b and highlights some of the elements that are found within our Workplace Violence Prevention Program. The process involved in complying with this law includes a workplace evaluation that is designed to identify the risks of workplace violence to which our employees could be exposed.

Authorized Employee Representative(s) will, at a minimum, be involved in:

- evaluating the physical environment;
- developing the Workplace Violence Prevention Program; and
- reviewing workplace violence incident reports annually to identify trends in the types of incidents reported, if any, and reviewing the effectiveness of the mitigating actions taken.

All employees will participate in the annual Workplace Violence Prevention Training Program. The goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. All personnel are responsible for notifying the contact person designated below of any violent incidents, threatening behavior, including threats they have witnessed, received, or have been told that another person has witnessed or received.

Designated Contact Person: Executive Director, CDA –or- Executive Assistant, CDA  
Department: Glen Cove Community Development Agency  
9 Glen St., Glen Cove, NY 11542  
Phone: (516) 676-1625 Email: [afangmann@glencovecda.org](mailto:afangmann@glencovecda.org) –or- [cbyrne@glencovecda.org](mailto:cbyrne@glencovecda.org)

Adopted 11/27/18