

MCHENRY COUNTY CONSERVATION DISTRICT  
RESOLUTION NO. 19-95

A RESOLUTION ADOPTING A POLICY FOR HANDLING COMPLAINTS OF SEXUAL  
HARASSMENT MADE BY A TRUSTEE AGAINST ANOTHER TRUSTEE

**WHEREAS**, the State of Illinois has mandated, by amending the Illinois Workplace Transparency Act, that covered government entities amend their sexual harassment policies to include a reporting and independent review procedure for allegations of sexual harassment by elected officials against other elected officials; and

**WHEREAS**, although the McHenry County Conservation District Board is comprised of appointed officials and not elected officials, it recognizes the need to prevent all forms of sexual harassment; and

**WHEREAS**, the Board has decided to adopt a reporting and independent review policy for complaints made by trustees against other trustees which is attached hereto as Exhibit "A" and shall be included in the District's sexual harassment policy; and

**NOW, THEREFORE**, be it resolved by the Board, as follows:

**SECTION 1:** The Board hereby adopts the attached policy (Exhibit "A") for the reporting and investigation of sexual harassment complaints made by trustees against trustees to be included in the District's sexual harassment policy; and

**SECTION 2:** This Resolution shall be in full force and effect from and after its passage and approval according to law.

Adopted by the Board of Trustees of the McHenry County Conservation District this 19<sup>th</sup> day of December, 2019.

VOTE:

AYES: 7

NAYS: 0

ABSENT: 0

Approved by me this  
19<sup>th</sup> day of Dec, 2019.

Vernon M. Scacci  
VERNON SCACCI, PRESIDENT  
BOARD OF TRUSTEES

Attest:

Carolyn Campbell  
CAROLYN CAMPBELL, SECRETARY  
BOARD OF TRUSTEES

## EXHIBIT "A"

### **Trustees**

Any alleged harassment by a trustee against another trustee may be reported to the Board President. If the Board President is the person making the allegation or is the person alleged to have committed the harassment, then the report may be made to any other trustee. The preference is that such complaints be submitted in written format with as much detail as possible regarding the nature of the incident(s) and who is responsible for the alleged harassment, when they occurred, where they occurred, whether or not they were witnessed and by whom and whether or not there is any physical evidence (video, audio, text, email, social media etc.) that needs to be identified and preserved. While there is a preference for complete and detailed written complaints, all complaints, including verbal complaints, will be thoroughly investigated. Upon receipt of an allegation of harassment pursuant to this policy, the person to whom the report has been made shall immediately refer the complaint to the District's legal counsel for review. The District's legal counsel shall then appoint a qualified independent attorney or consultant to review and investigate all allegations set forth in the complaint.