

MCMA Member Conduct Policy

As approved by MCMA Board of Directors on December 13, 2019.

The Minnesota City/County Management Association (MCMA) is dedicated to providing safe and harassment-free conferences, meetings and events. It is also the responsibility of every MCMA member to refrain from any harassing behavior. Harassment of conference speakers, staff and attendees will not be tolerated in any form.

Examples of harassment include the following:

- Offensive verbal comments related to gender, race, religion, color, age, disability, national origin, sexual orientation or identity, familial status, or any other status that is protected by law;
- deliberate intimidation;
- stalking or following;
- harassing photography or recording;
- substantial disruption of talks or other events;
- inappropriate physical contact;
- unwelcome sexual attention; and
- retaliation for making a complaint.

Participants asked to stop any harassing behavior are expected to comply immediately. A report may be made immediately which may trigger the initiation of the disciplinary process.

Anyone violating these rules will be subject to MCMA disciplinary process, which may include any or all of the following actions, at the discretion of the board:

- Immediate expulsion from the event
- Barred from attending future MCMA events
- Membership sanction
- Report to member's employer

If an MCMA member believes that he or she has been subjected to harassment, the member is strongly encouraged to report the action to a member of the MCMA Executive Board or to the MCMA Secretariat. If an executive board member is involved in an accusation, that member will remove themselves from any discussions of the accusation by the board. If an MCMA Executive Board Member or Secretariat receives a report of harassment from the subject of the alleged harassment, the board member or secretariat is obliged to initiate a formal report to the MCMA Board, where the report will be reviewed and investigated with appropriate due process. The investigation, including the names, and results will be limited to those on a need-to-know basis, per the advice of legal counsel. Disciplinary action resulting from the investigation, must be approved by the executive board. If an executive board member has been deemed to have violated this policy, there will be presumptive removal from their board seat absent mitigating circumstances.