

OFFICIAL

Regular Meeting

- Regular Meeting Called to order 6:18 pm by Mayor Marshall
- Attendance: Mayor Marshall, Trustee Ladd, Trustee Foster, Clerk Tiffany, Sandi Wilcox, Roxanne & Vern Groves
- Absent: Aaron Pforter
- Accept/Approve February 2026 Minutes, Motion by Trustee Foster, seconded by Trustee Ladd all in favor and carried
- Accept/Approve February 2026 Treasurer Report Motion by Trustee Ladd, seconded by Trustee Foster, all in favor and carried.

Old Business ~ On Hold

- Water Rules regulations update – Aaron & Mayor to review.
- Wind Zoning Law –
- Labor Contract with Town of DeRuyter – Review during budget process-August (December with Rex)
- Tree in Village -1 Seventh Day Church Railroad Street, 2 Cortland Street- Streichert, 1 Utica Street-Benjamins

New Business ~ Discussion Items

- Highway- (Marshall) – Mayor Marshall reported the town crew will be out to do winter clean-up, and repairs, also spring clean-up day has been scheduled for May 16, 2026. 7 am to noon at Town Garage.
- Water: Aaron Pforter – Mayor Marshall reported that Jeff Purcell still has frozen water line. Looking into possible redoing his line from curb stop on Cortland Street. To close to the storm drain, which why it freezes.
- Recreation Youth Program – Email from Aleisha, Spring registration for baseball and softball ended today. We have 36 kids signed up but will only have 1 coach pitch team, 1 minors' baseball and 1 majors softball team, numbers are going down, hopefully we can bounce back with the summer programs.
- Public Comments:
 - No public comments
- Other:
 - NY Archives Digitization Grant Deadline April 1st. Review for 2027 application and possible do a shared service with Fire Dept and Town. This would be a great opportunity to review during 2026 and get things started so when 2027 Grant applications are out in February or March, we are ready to do application.
 - Gender-Based Violence and the Workplace Violence Policy will be part of grant approval process in the future.
 - March 18, 2026, Election results – 10 in person votes, 5 absentee total 15 voters, Voted for Heidi Foster to Two-year Term Trustee position. Thank you to Roxanne Grove & Sandi Camelback for serving as election inspectors. Thank you to DeRuyter School, for the use of voting sign.

- Demand Meter verses non-demand meter (firehouse). Once you are over 2000 kwh for four months you go onto a demon meter, which could have extra expense added to bill monthly and it will take one full year of not going over the 2000 kwh to get off the demand meter. Fire department turned off Generate Block heater, to see if it helps keep the kwh down.
 - Flagpole at Fire house, monument. Mayor Marshall will look around and get prices for a new pole. The pole was put in 2003 when the building was built. Jim Tiffany put the monument back on the slab.
 - AED – Are we all set? Fire house, Recreation program and Fire Truck: Mayor Marshall will look at the Recreation to make sure they are up to date.
 - Dog Warden – Jason Queary Dog Report on file at the Village office.
 - Clerk Emailed the 2026-2027 Tentative Budget to all Board Members for review.
- Mayor- Talking with Dan Degear regarding EMS looking to review EMS Contract and raise the rent from \$700 per month to \$1000.00 to help off set higher cost of heat, electricity, and other building utilities.

Board Action Items

- **Approve – attached Gender-Based Violence and the Workplace Violence Policy. Motion by Trustee Foster, second by Trustee Ladd, all in favor and carried to put policy in place.**
 - **Approve – Intermunicipal Agreement for the provision of and assistance with EMA/Ambulance Services between Town of DeRuyter and Village of DeRuyter- Hold until April Meeting**
 - **Approve-30 Day Waiver to Masonic Lanes DeRuyter LLC, % Cole Canty for Tavern-Wine (Food and Beverage Business-Wine) license. *Revised application*. Motion by Trustee Foster, Second by Trustee Ladd, all in favor and carried.**
 - **Approve – Proclamation “April Fair House” – Motion by Trustee Ladd, second by Trustee Foster all in favor and carried.**
- **Motion to pay bills and approve payroll. Motion by Trustee Foster, Seconded by Trustee Ladd, All in favor.**
- **Abst #11 \$7343.12**
 - **Payroll #02 \$2975.60 (Monthly) & 03 \$4102.10 (Monthly, Quarterly)**
 - **Next meeting April 15, 2026 & Adopt Budget**
 - **motion to adjourn meeting by: Mayor Marshall Time: 6:45**

Submitted by Clerk Tiffany

VILLAGE OF DERUYTER POLICIES AND PROCEDURES

SUBJECT: Gender-Based Violence and the Workplace

ISSUED: March 25, 2026

POLICY SUMMARY: Village of DeRuyter is committed to maintaining a workplace free from domestic and other forms of gender-based violence. The Village, in its continuing effort to facilitate a safe environment for employment, and in support of federal and state gender-based violence prevention legislation, has adopted the following policy in furtherance of such efforts.

Domestic violence and other forms of gender-based violence impact on the lives of thousands of New Yorkers each day, with tragic and destructive results. The impact of such violence transcends beyond the various locations at which such incidents take place and are felt in the workplace. The safety of victims, co-workers, and clients have the potential to be compromised.

The Village recognizes that domestic and gender-based violence occurs within a wide spectrum of relationships and is committed to taking every appropriate measure to support employees who may be experiencing victimization in a survivor-centered, trauma-informed and culturally responsive manner.

PURPOSE: Gender-based violence occurs within a broad spectrum of relationships; therefore, Village of DeRuyter will take appropriate measures to prevent and/or address gender-based violence as it impacts the workplace. Village of DeRuyter recognizes the rights of victims to have self-determination and the need to respond in a survivor centered, trauma-informed and culturally responsive manner. This policy shall apply to all victims of gender-based violence, regardless of where the incidents took place.

Village of DeRuyter, to the fullest extent possible, without violating any existing rules, regulations, statutory requirements, contractual obligations or collective bargaining agreements, designates and directs appropriate management, supervisory and/or human resources staff to implement the following Gender-Based Violence and the Workplace Policy covering the following areas:

- I. Definitions
- II. Persons Covered by this Policy
- III. Statement of Confidentiality
- IV. Survivor Rights
- V. Employer Responsibilities
- VI. Non-Discrimination and Responsive Personnel Policies
- VII. Non-Retaliation Policy
- VIII. Workplace Safety Plans
- IX. Accountability for Employees who Perpetrate Acts of Gender-Based Violence
- X. Firearms (for applicable organizations)

XI. Violations of Policy

Definitions

Unless otherwise noted, the Office for the Prevention of Domestic Violence (OPDV) defines the terms below for the purposes of this policy:

- a. **Gender-Based Violence:** Violence or threats that happen because of someone's sex, gender, sexual orientation, gender identity or expression or other related characteristics. Gender-based violence is an umbrella term that includes domestic violence, sex-based discrimination, sexual harassment, sexual assault and sexual violence and can also include stalking or human trafficking.
- b. **Domestic Violence:** A pattern of coercive behavior, including acts or threatened acts, used by a perpetrator to gain power and control over a victim, as defined in New York State Social Service Law §459-a, including but not limited to physical, sexual, psychological, economic and/or emotional abuse; or the threat of any of the acts as mentioned earlier. Domestic violence includes but is not limited to family violence, intimate partner violence, dating violence or dating abuse.
- c. **Sexual Violence:** Sexual acts or activities that happen or are attempted without consent, including rape, molestation, groping, harassment and sexual abuse. These acts may or may not be crimes.
- d. **Stalking:** An unwanted pattern of repeated harassing or threatening behavior, causing fear, substantial emotional distress or safety concerns for the victim.
- e. **Coercive Control:** An act or pattern of acts, threats, humiliation and intimidation that are used to harm, punish or frighten.
- f. **Sexual Harassment:** Sexual Harassment is a type of gender-based violence. New York State law provides special protections against sexual harassment in the workplace. Under New York State Human Rights Law §296 and Labor Law §201-g, sexual harassment is defined as unwelcome conduct which is either of a sexual nature, or which is directed at an individual because of that individual's sex and:
 - i. unreasonably interferes with an individual's work performance or creates an intimidating, hostile or offensive work environment; or
 - ii. made, explicitly or implicitly, a term or condition of employment; or
 - iii. when submission to or rejection of such conduct is used as the basis for employment decisions affecting an individual's employment.Anyone who experiences sexual harassment in the workplace can report it to Human Resources or the New York State Division of Human Rights. If the conduct is covered by the New York State Human Rights Law or the Village of DeRuyter Sexual Harassment Policy, a formal complaint can be filed with Human Resources and/or the Division of Human Rights, and the complaint will be investigated.
- g. **Survivor-Centered:** An approach to supporting and assisting survivors focused on meeting their needs as they prioritize and define them. Key elements of a survivor-centered approach include confidentiality, safety, respect and non-discrimination.
- h. **Trauma-Informed:** An approach to supporting and assisting survivors that realizes trauma is common, recognizes the signs, activators and symptoms of trauma and uses this knowledge to inform practices, policies and procedures.

i. Culturally Responsive: A holistic approach to supporting and assisting survivors that recognizes a person's complex identities and cultural values, by responding to differences in identities to actively meet the needs of all survivors and communities.

j. Victim of Domestic Violence – Pursuant to NYS Social Services Law §459-a (1): Any person over the age of sixteen, any married person or any parent accompanied by his or her minor child or children in situations in which such person or such person's child is a victim of an act which would constitute a violation of the penal law, including, but not limited to, acts constituting disorderly conduct, harassment, aggravated harassment, sexual misconduct, forcible touching, sexual abuse, stalking, criminal mischief, menacing, reckless endangerment, kidnapping, assault, attempted assault, attempted murder, criminal obstruction of breathing or blood circulation or strangulation, identity theft, grand larceny or coercion; and

Such act or acts have resulted in actual physical or emotional injury or have created a substantial risk of physical or emotional harm to such person or such person's child; and

Such act or acts are or are alleged to have been committed by a family or household member.

“Family or household members” means the following individuals pursuant to NYS Social Services Law §459-a (2):

persons related by consanguinity or affinity (blood or a person's relation to blood relatives of their spouse); persons legally married to one another.

persons formerly married to one another, regardless of whether they still reside in the same household;

persons who have a child in common, regardless of whether such persons are married or have married or have lived together at any time;

unrelated persons who are continually or at regular intervals living in the same household or who in the past continually or at regular intervals lived in the same household;

persons who are not related by consanguinity or affinity and who are or have been in an intimate relationship regardless of whether such persons have lived together at any time. Factors that may be considered in determining whether a relationship is an “intimate relationship” include but are not limited to: the nature or type of relationship, regardless of whether the relationship is sexual in nature; the frequency of interaction between the persons and the duration of the relationship. Neither a casual acquaintance nor ordinary fraternization between two individuals in business or social contexts shall be deemed to constitute an “intimate relationship”:

any other category of individuals deemed to be a victim of domestic violence as defined by the Office of Children and Family Services in regulation.

“Parent” pursuant to NYS Social Services Law §459-a (2): means a natural or adoptive parent or any individual lawfully charged with a minor child's care or custody.

Victim or Survivor: A person who has experienced or is experiencing any form of gender-based violence. People of all genders, sexual orientations and gender identities may experience gender-based violence, but women and girls are impacted the most. Some people will have a strong preference for which term to use.

Perpetrator or Abusive Partner or Person who Causes Harm: A person who commits or threatens to commit coercive or violent acts, which may include, but is not limited to, physical, psychological, sexual, economic and/or emotional abuse against a victim.

Order of Protection (OP) (“Restraining Order” or “Stay-Away Order”): An order issued by any court to limit the behavior of someone who harms or threatens to harm another person. Orders of Protection may direct the offending party not to injure, threaten or harass the victim, their family or any other person(s) identified and may include, but are not limited to ordering the person causing harm to stay away from the home, school, business or place of employment of the victim; vacate a shared residence; abide by any active orders of custody and visitation; and surrender any firearms.

Workplace: For the purposes of this policy, any permanent or temporary location away from an employee’s domicile where an employee performs any work-related duty in the course of employment.

Human Resources: The department of a business or organization responsible for workforce management. If no such department exists, the responsibilities of Human Resources fall on the employer.

Gender-Based Violence Liaison (GBVL): Where possible, a designated employee(s) of the business or organization who assists victimized employees with referrals to local service providers. The GBVL may or may not be a Human Resources employee.

Local Service Providers: An organization in given geographical area whose mission is to provide services to victims of gender-based violence. In New York State, each Village has a designated service provider(s) for domestic violence and sexual violence. Services can include emergency shelter, advocacy, accompaniment to hospitals and court, safety planning, counseling, etc. Visit opdv.ny.gov for a list of New York State-based domestic and sexual violence service providers.

II. Persons Covered by this Policy

This policy shall extend to all full, part-time, temporary employees, volunteers and interns working for Village of DeRuyter in any official work capacity. Whenever possible, this policy also covers consultants, contractors and other on-site providers.

III. Statement of Confidentiality

Village of DeRuyter recognizes and respects the employee’s right to privacy and confidentiality. All information, including details an employee shares about being a victim, shall be kept confidential to the extent permitted by law without the employee’s written permission, unless doing so creates a substantial risk of imminent danger to the victimized employee, other employees or the worksite. If such a situation arises, Village of DeRuyter will:

Inform the victimized employee of the actions Village of DeRuyter will take.

Share information only with the specific employees who need to know.

Limit the information shared to only what is necessary.

Consider requiring employees who receive this sensitive information to sign a confidentiality agreement, committing to using it only for its intended safety purpose.

IV. Survivor Rights

Victims of domestic violence are a protected class under New York State Human Rights Law §296, which applies to settings like employment, housing, education and public accommodations. Every employer in the State of New York is required to follow the New York State Human Rights Law.

This means it is unlawful to discriminate against an employee based on their status as a victim of domestic violence.

- a. Employees have the right to:
 - i. Disclose or not disclose experiences or details of gender-based violence.
 - ii. Ask for reasonable accommodation to address concerns related to gender-based violence.
 - iii. Be free of discrimination and retaliation in seeking such accommodation.
 - iv. Access gender-based violence services.
- b. Employers may require an employee to provide documentation, such as an attestation, to substantiate their need for accommodation or to use sick leave.

V. Employer Responsibilities

a. Village of DeRuyter shall implement the Gender-Based Violence and the Workplace policy and where possible, designate the Human Resources department or appropriate staff personnel to perform duties associated with implementing the policy. Where possible, Village of DeRuyter will designate at least one employee as its Gender-Based Violence Liaison (GBVL).

i. The GBVL is a designated employee who assists victimized employees with referrals to local service providers.

b. Increase awareness around gender-based violence and create an informed workforce by posting information in such places where employees can utilize the information without having to request it or be seen removing it (i.e. organization intranet, employee newsletters, restrooms, kitchen and lounge and any other frequently used areas.) The information should include:

Employee Assistance Program (EAP) information – BRIDGES (315-697-3947)

Human Resources contact information (315-366-2341)

NYS Domestic and Sexual Violence Hotline Number (1-800-9426906), Chat and Text Line (1-844-997-2121)

Contact information for local gender-based violence programs

c. Ensure victimized employees know and understand this policy and their rights, including all possible options available to them and are aware of accommodations outlined in Section VI of this policy, such as the use of alternative scheduling or a change in work location and assisting the employee in identifying the best use of attendance and leave benefits.

d. Offer support to those victimized through the following minimum steps:

Provide information on available sources of services and assistance for victims and survivors, such as the New York State Domestic and Sexual Violence Hotline or local victim services provider.

Educate employees on disciplinary practices that may be implemented in the event of retaliation for reporting or used with employees who commit acts of gender-based violence. Assist supervisors to ensure that all employees who knowingly violate this policy are held accountable.

Include this policy as part of the written materials provided to all new employees and provide the policy to all employees on an annual basis.

Provide a detailed explanation of employees' rights under this policy during new employee orientation, including information about anti-discrimination protections for victims of domestic violence under the New York State Human Rights Law.

Provide confidential support services, such as safety planning and refer anyone who discloses they are a victim to the EAP, if applicable, the NYS Domestic and Sexual Violence Hotline (or the statewide hotline for workplace sexual harassment, if appropriate) and any local programs

serving victims of domestic and sexual violence. Additional referrals may be made to the appropriate resources to best meet the employees' needs.

e. Village of DeRuyter Human Resources staff (and/or GBVL) must create a safe and supportive workplace culture for anyone who has experienced gender-based violence. They can do this by communicating that information and resources are available to victims and that abusive behavior by any employee will not be tolerated.

f. Village of DeRuyter shall ensure that any employee who discloses being a victim of gender-based violence is aware of and understands this policy and their rights, including the right to request accommodation or time off as discussed below. Additionally, supervisors shall refer employees to the Department of Human Resources and/or GBVL to receive referrals and resources as outlined above.

VI. Non-Discrimination and Responsive Personnel Policies

All Village of DeRuyter policies and procedures must not discriminate and should be trauma-informed, survivor-centered and culturally responsive to victims' needs. Under the New York State Human Rights Law, all persons are protected from discrimination in the workplace on the basis of their status as a victim of domestic violence and on the basis of sex, sexual orientation, gender identity and gender expression. If such discrimination occurs, the employee can report it to Human Resources and/or the New York State Division of Human Rights for potential investigation and remediation.

a. Victims of domestic violence are a protected class under New York State Human Rights Law (Executive Law §296(22)) and as such;

Employers may not refuse to hire or license and may not terminate someone solely based on their status as a victim of domestic violence.

Employers may not discriminate against victims of domestic violence in compensation, terms, conditions or privileges of employment.

Employers may not inquire about an applicant or employee's status as a current or past victim of domestic violence in any way that directly or indirectly expresses discriminatory treatment based on that status.

Employers may inquire about status as a victim of domestic violence to provide reasonable accommodations.

Employers may not refuse to provide certain reasonable accommodation to an employee who is known by the employer to be a victim of domestic violence and who needs such accommodation to seek medical care and/or obtain certain services connected to an incident or incidents of domestic violence.

Employers are prohibited from retaliating against an employee for opposing unlawful discrimination and/or filing a formal complaint over alleged discriminatory conduct.

b. Use of Safe Leave: Under New York State Labor Law, employers in New York must allow any employee who has disclosed their status as a victim of gender-based violence (or disclosed that a family member is a victim of gender-based violence) and must be out of work for a reasonable time to use accrued sick leave, known as safe leave, for the purposes as outlined in Labor Law §196-b(4).

Leave Options: Employees can choose to use appropriate leave accruals to cover any absences, if available. If the employee does not have adequate leave accruals to cover the absence, the absence shall be treated as leave without pay.

Continuation of Benefits: Any employee who must be absent from work to utilize accommodation in this section is entitled to the continuation of any health insurance coverage provided by the employer to which the employee is otherwise entitled during any such absence, in accordance with any existing collective bargaining agreements, regulations and organization policy.

Notice of Absence: Employees who must be absent to utilize accommodation as listed in this section shall provide their employer with reasonable advanced notice of the absence when possible.

Time Off for Legal Proceedings: Employers are also required to grant time off, with prior notification and may not penalize any employee who, as a victim or witness of a criminal offense, is appearing as a witness; consulting with a district attorney; or exercising their rights as provided by law.

Privacy and Documentation: There may be occurrences when an employee is absent due to incidents of gender-based violence where they are unable to follow organizational protocol to report the absence. In that situation, the employee may lack documentation, may be unable to obtain documentation or may not want to share documentation containing confidential information. Under New York State Labor Law, an employer may not require the disclosure of confidential information relating to an absence from work due to domestic violence, a sexual offense, stalking or human trafficking, as a condition of providing sick or safe leave.

Changes to Benefits: Employees who are victims of gender-based violence who separate from a covered family member due to incidents of gender-based violence shall be allowed to make reasonable changes in benefits at any time during the calendar year, where possible and in accordance with statute, regulation, contract and policy.

i. **Work Performance Impact:** Village of DeRuyter recognizes that victims of domestic and gender-based violence may experience temporary work performance difficulties or be unable to complete certain job aspects because of safety reasons. (Examples include overnight travel, “off” hour shifts, etc.)

i. If performance is affected as a result of being a victim of gender-based violence, Village of DeRuyter will work with the employee on solutions which may include specific work plans, taking leave, reasonable accommodation, referrals to the GVBVL or HR, EAP, if applicable, and/or the local domestic violence service provider.

1. Employees should be made aware that not all employees’ requests for assistance can be accommodated.

ii. OPDV is available for case-specific technical assistance as needed.

iii. Employees will be given clear information on performance expectations, priorities and performance evaluations.

iv. If disciplinary action is considered, special care should be taken to consider all aspects of the victimized employee's situation and all available options in trying to resolve the performance problems should be exhausted, including making a referral to HR, EAP, if applicable, domestic violence program or other relevant services, consistent with existing collective bargaining unit agreements, statute, regulations and organization policy.

Termination and Unemployment Eligibility: If reasonable measures have been exhausted and the work performance issue remains and the employee is terminated or voluntarily separates from employment, the employee shall be informed of their potential eligibility for unemployment

insurance and Village of DeRuyter shall respond promptly to any requests for information that may be needed in the claims process. New York State law provides that a victim of domestic violence who voluntarily separates from employment may, under certain circumstances, be eligible for unemployment insurance benefits.

Protection Against Sexual Harassment: Sex, sexual orientation, gender identity, gender expression and status as a victim of domestic violence are all protected classes under the New York State Human Rights Law. Sexual harassment is a form of sex discrimination and is also prohibited under the New York State Human Rights Law §296 and Title VII, the Federal Civil Rights Act of 1964. Sexual harassment includes harassment based on sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity and the status of being transgender. Gender-based violence may constitute sexual harassment when it subjects an individual to inferior terms, conditions or privileges of employment.

I. Reporting Discrimination or Harassment: For all forms of discrimination and harassment, if an employee, including an intern or contractor, experiences sexual harassment or discrimination on the basis of their status as a victim of domestic or other gender-based violence or observes discrimination in the workplace, the employee may file a complaint with the employer.

i. Any complaint of potential discrimination, whether verbal or written, must be investigated.

ii. Managers and supervisors are required to report any complaint that they receive or any harassment that they observe or become aware of to Human Resources.

iii. Village of DeRuyter shall maintain the confidentiality of the complainant to the extent practical.

iv. Any employee in New York State may file a complaint with the New York State [Division of Human Rights](#).

VII. Non-Retaliation Policy

Village of DeRuyter shall not engage in any retaliatory practices against employees who disclose they are a victim of gender-based violence or any employee seeking accommodation or to exercise their rights under this policy.

Village of DeRuyter will not retaliate, tolerate retaliation by any supervisors, terminate or discipline any employees for reporting information about alleged incidents of gender-based violence that may have been committed by an employee, including those in management positions.

Retaliatory practices may include, but are not limited to:

a. Commencing discipline against victimized employees for actions taken to promote their safety

b. Fewer promotions

c. Inappropriate jokes

d. Comments that communicate bias or minimization

e. Excluding the employee from conversations, etc.

f. Discussing employee status or experience in open/non-private settings with individuals other than the employee and the related staff (GBVL, HR, etc.)

g. Retaliation may be carried out by anyone, not just the original perpetrator

Any employee or organization engaging in retaliatory practices may be subject to disciplinary actions. If you believe you have been subject to retaliatory practices, please see Section XI: Violations of Policy.

Retaliation against any employee who files a complaint of violation of the policy is also prohibited.

VIII. Workplace Safety Plans

Gender-based violence can lead to safety concerns at the workplace. Safety plans are simple but critical steps an employee can take to increase their safety and the safety of coworkers. While not all employee-survivors will need help with safety planning, Human Resources will provide referrals to EAP or other local service providers and, when feasible, strategize with an employee-survivor and Department Head to develop a safety plan for them and all other potentially affected employees to prevent any further harm in and around the workplace.

a. Orders of Protection: Village of DeRuyter shall comply and assist with the enforcement of all known Orders of Protection (OP).

If requested by the victim or by law enforcement, Village of DeRuyter will provide any relevant information regarding an alleged OP violation.

b. Disclosing an Order of Protection: If an employee has an active OP, they are encouraged to disclose it to the GBVL or supervisor at their work site. Employees should not be compelled to disclose an OP or provide a copy, but it may assist the employer in implementing a safety plan. Copies of Orders of Protection will be maintained in a locked, confidential location in Human Resources, separately from the employee's personnel file. In the event of an emergency or if the OP needs to be presented to law enforcement, the liaison, or Director of Human Resources, shall retrieve and present the order.

Employees should notify the liaison in the event of a relevant modification or revocation of the OP.

c. Developing a Safety Plan: When requested by the victim, Human Resources staff will work with the employee to develop a plan on how best to increase safety for the victim, other employees and the workplace. Options may include, but are not limited to:

Providing front desk security or reception staff with a copy of the OP and a photo of the perpetrator

Allowing the employee to work staggered hours, an "off shift," or move to a different work location, either temporarily or permanently

Temporary reassignment of certain duties, such as overnight travel

Reassignment of parking space

Providing employees with an escort for entry and exit from the worksite

d. If the circumstances indicate a need for Village of DeRuyter to take steps to increase safety for the victim, other employees and the workplace, the organization should follow their internal protocols.

IX. Accountability for Employees who Perpetrate Acts of Gender-Based Violence

Village of DeRuyter will hold accountable and shall implement corrective or disciplinary action against any employee who violates this policy, in accordance with existing collective bargaining

agreements, applicable statutes and regulations. The following behaviors are prohibited under the policy:

Using the authority of their employment and/or misusing any workplace resources in order to:

- negatively impact any victim of gender-based violence
- assist a perpetrator in locating a victim
- assist a perpetrator in perpetrating any act of gender-based violence
- protect a perpetrator from receiving appropriate consequences

Committing acts of gender-based violence from or at the workplace or from any location conducting official business, except for locations where employees are telecommuting.

Disciplinary actions may include, but are not limited to:

- i. administrative leave
- ii. Cease and desist memo
- iii. Removing/modifying the chain of supervision pending an official report
- iv. Relocation of the employee alleged to have abused to another work site
- v. Surrender of work cell phone, laptop, etc.
- vi. Suspension
- vii. Termination

X. Firearms (For Applicable Departments Only)

Pursuant to New York State and Federal law, any person convicted of a domestic violence-related crime or who is subject to any Order of Protection, forfeits the right to legally possess a firearm or long gun under certain circumstances. Additionally, federal law contains prohibitions relating to shipping, transportation or receiving firearms or ammunition.

In addition to complying with State and Federal law, employees who are authorized to carry a firearm as part of their job-related duties are required to notify the Village if they are arrested for a domestic violence-related offense and/or are served with an Order of Protection. Under certain circumstances, such employees are responsible for surrendering their firearms to the issuing organization or to the appropriate police organization.

Should an employee fail to comply with the above-listed requirements of this policy, they would be subject to corrective or disciplinary action, under existing collective bargaining unit agreements, statute or regulations. In addition, law enforcement may be notified of possible criminal action.

XI. Violations of Policy

Employers must investigate complaints of policy violations.

Employees may also report alleged violations of the New York State Human Rights Law to the New York State Division of Human Rights (DHR). DHR is the state agency responsible for enforcing the New York State Human Rights Law. DHR reviews every report of discrimination filed with the agency. In every case where the alleged discrimination falls within the agency's jurisdiction, DHR will investigate and seek to hold violators of the law accountable. The discrimination reporting form and all related information can be found on [DHR's website](#).

PROCLAMATION
MONTH OF APRIL

"WHEREAS, in accordance with the Title VIII Fair Housing Policy of the Civil Rights Act of 1968 and the Fair Housing Amendments Act of 1988 and,

WHEREAS, the month of April 2023 has been designated by the U.S. Department of Housing and Urban Development's Office of Fair Housing and Equal Opportunity as Fair Housing Month.

NOW THEREFORE BE IT RESOLVED that the Village Board of the Village of DeRuyter hereby declares and proclaims April as Fair Housing Month in the Village.

Travis J. Marshall
Mayor