

 <b>Lake County Policy</b>	<b><i>7.2 Employee Diversity, Equity, and Inclusion Calendar Policy</i></b>
	<b>Approved by the County Board on: Month DD, YYYY</b>

**1. Purpose and Intent**

1.1 The purpose of this policy is to establish and provide guidance on the implementation and usage of a standing Lake County Employee Diversity, Equity, and Inclusion Calendar.

**2. Background**

2.1 In 2020, the Lake County Board approved to amend its Employee Policies and Procedures Manual to include a Diversity and Inclusion policy.

2.2 The Lake County Board established a Diversity, Equity and Inclusion Committee charged with advising the County Board and County Administrator on recommended policies and practices surrounding diversity and inclusion in the County's workforce.

2.3 Previously, the Lake County Employee Diversity, Equity, and Inclusion Calendar was discussed and approved annually by the Diversity, Equity, and Inclusion Committee and by the Board.

**3. Scope**

3.1 This policy applies to all departments, divisions, commissions, offices, and employees that fall under the authority of the Lake County Board's Employee Policies and Procedures Manual.

**4. Authority**

4.1 The County Administrator is directed to implement and has authority to enforce this policy.

4.2 The County Administrator is authorized to issue directives and procedures as well as approve and resource employee events for the effective implementation of this policy.

**5. Policy**

5.1 Enclosure (1) is the approved standing Lake County Employee Diversity, Equity, and Inclusion (DEI) Calendar that provides the Board approved monthly themes.

5.2 County Administration shall use the monthly themes in the approved Lake County Employee Diversity, Equity, and Inclusion Calendar for planning and resourcing internal staff events and communications for County employees that support the goals of the County's Diversity, Equity, and Inclusion Policy.

5.3 Policy Review and Update.

5.3.1 The County Administrator will review this policy periodically, but at a minimum of every three years from the date of approval.

5.3.2 Joint resolutions amending or modifying this policy will be initiated and approved by

the Diversity, Equity, and Inclusion Committee and approved by the Financial and Administration Committee prior to being provided to the Lake County Board for final approval.

**6. Severability**

6.1 If any section or provision of this policy should be held invalid by operation of law, none of the remainder shall be affected.

**7. Non-Discrimination**

7.1 Lake County prohibits the discriminatory application, implementation, or enforcement of any provision of this policy based on race, color, sex, age, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, military discharge status, source of income, gender identity housing status, or any other protected category established by law, statute, or ordinance.

**8. References:** See Enclosure (1)

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Policy History			
Version	Date Adopted	Legistar Item #	Notes
Original	PENDING	23-1614	--



## Lake County Employee Diversity, Equity, and Inclusion Calendar

The Lake County Employee Diversity, Equity, and Inclusion Calendar provides County Administration with the approved monthly themes to be used for planning and resourcing internal staff events and communications for County employees that support the goals of the County's Diversity, Equity, and Inclusion Policy.

Month / Date	Diversity and Inclusion Month / Recognition Day	Authority
Third Monday in January	Martin Luther King, Jr. Day	Public Law 98-144
February	Black History Month	Public Law 99-244
March	Women's History Month	Public Law 97-28; Public Law 100-9
April	Arab American Heritage Month	H. Res. 335
May	Jewish American Heritage Month	Presidential Proclamation
May	Asian American, Native Hawaiian, and Pacific Islander Heritage Month	Public Law 95-419; Public Law 101-283; Presidential Proclamation
June	LGBTQ+ Pride Month	Presidential Proclamation No. 8387
June	Caribbean American Heritage Month	H. Con. Res. 71; 120 Stat. 3711; Presidential Proclamation
June	Immigrant Heritage Month	Presidential Proclamation
June 19	Juneteenth	Public Law 117-17
July	No DEI Recognition	--
August	Lake County Celebrates Diversity Month	Lake County
September 15 - October 15	Hispanic Heritage Month	Public Law 90-498; Public Law 100-402
October	Disability Employment Awareness Month	Public Law 100-630
November	Indigenous Peoples Heritage Month	Lake County / Public Law 99-471; Public Law 101-343
November 11	Veterans Day	52 Stat. 351; 5 U.S. Code, Sec. 87a; Public Law 380
December	No DEI Recognition	--