



JEFFERSON PARISH

DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

CYNTHIA LEE SHENG
THOMPSON
PARISH PRESIDENT
DIRECTOR

NICOLE C.

Sexual Harassment Training and Compliance

2023 REPORT

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In accordance with Act 270 passed by the Louisiana legislature enacting Chapter 6 of Title 42 of the Louisiana Revised Statutes of 1950, the Jefferson Parish Council adopted Ordinance No. 25709, in 2018, which mandates one hour of sexual harassment training per year for all public employees.

I. Sexual Harassment Policy

The Jefferson Parish Administrative Management Policies contains a policy regarding the prohibition of harassment. The purpose of this policy is to ensure that parish employees do not have to endure harassment by any other parish employee, or non-employee engaged in business with the parish, and provides a method for employees to report complaints and provides corrective consequences when deemed necessary.

II. Sexual Harassment Training

In order to comply with the state's mandate, Jefferson Parish provides *Eliminating Sexual Harassment*, an educational program that defines sexual harassment and clarifies employee and supervisory responsibilities with regard to eliminating it in all Parish workplaces. The one-hour program is accessible on the Parish's Employee Intranet Portal . The Department of Human Resource Management also provides copies of the program to facilitate its viewing by individuals without access to a computer.

III: Mandatory Reports

Compliance statistics for the year 2023 (as of December 31, 2023):

- No. and percentage of public servants who completed the training: 96% (2,313 employees)
- No. of sexual harassment complaints received: 2
- No. of complaints that resulted in a finding that sexual harassment occurred: 0
- No. of complaints that resulted in discipline or corrective action: 0
- Approximate amount of time taken to investigate and resolve each complaint.
 1. 2 days
 2. 18 days