

## CHAPTER 3

### AFFIRMATIVE ACTION PLAN

Art. I. Affirmative Action Plan/Program Sec. 3-01

Art. II. Human Relations Commission. Secs. 3-02 - 3-07

#### ARTICLE I. AFFIRMATIVE ACTION PLAN

The City of Kankakee has heretofore adopted an Affirmative Action Plan/Program. It is desirous and necessary at this time to adopt a recently developed plan created by the review of the City's personnel/employment process. This Affirmative Action Plan/Program will have a positive impact upon and/or facilitate the full utilization of equal employment opportunities for minorities, women and handicapped individuals. This Affirmative Action Plan/Program outlines and explains the components and processes which are vital and consistent with State and Federal laws, policies and executive orders. This Affirmative Action Plan/Program will assure that all persons, regardless of race, color, religion, sex, national origin or physical handicap unrelated to ability will have equal access to positions in the public sector, limited only by their ability to do the job.

##### **Sec. 3-01. Affirmative Action Plan.**

The Affirmative Action Plan/Program, which a true and correct copy of Exhibit A is on file in the City Clerk's Office. (Ord. No. 89-45, 12-4-89)

##### **Sec. 3-02. Deletion of previous Chapter 3 1/2.**

That Chapter 3 1/2 entitled "Affirmative Action Plan" of the Municipal Code of the City of Kankakee is deleted in its entirety and this recently developed Affirmative Action Plan/Program is substituted in its place. (Old Ord. No 78-21,6-5-78; Ord. No. 89-45, 12-4-89.)

##### **Sec. 3-03 - 3-09. Reserved.**

#### ARTICLE II. HUMAN RELATIONS COMMISSION

The City Council hereby establishes a Human Relations Commission with the following powers, duties and responsibilities:

##### **Sec. 3-10. Membership - Human Relations Commission.**

Membership: The Human Relation Commission shall consist of seven (7) members nominated initially by the Affirmative Action Committee which was responsible for drafting the Affirmative Action Ordinance and appointed with the advice and consent of the City Council and thereafter, by the Mayor with the advice and consent of the City Council. (Ord. No. 90-08; Sec. 1, 4-13-90; Ord. No. 90-29, Sec. 1, 6-4-90; Ord. No. 90-37, Sec. 1, 7-2-90; Ord. No. 91-24, Sec. 1, 3-18-91)

##### **Sec. 3-11. The Human Relations Commission.**

The Commission shall meet monthly in Kankakee City Hall; each member shall receive a \$25.00 stipend for each meeting he or she attends; in the event that any member misses three consecutive meetings and/or 3 meetings in any one (1) fiscal year, his/her removal from the commission shall be automatic.

**Sec. 3-12. Term of service - Human Relations Commission.**

Term of service shall be for two (2) years; initially six (6) commissioners shall draw lots to stagger terms, with 1st being (1) and two (2) years respectively.

In the event of vacancy, the Mayor, with the advice and consent of the Council shall within 30 days, appoint a replacement to fill the unexpired terms. In the event that any seat or seats remain vacant for at least 30 days, the City Council may make such appointments to fill the vacancy.

All persons desiring to serve on the commission must submit a resume' to the Mayor's office which résumé's must be maintained on file for not less that three years from date of submission.

The Chairman of the Commission shall be elected annually by Commission members.

**Sec. 3-13. Duties - Human Relations Commission.**

- (a) The Commission shall specifically be responsible for acting as the Affirmative Action Commission for the City of Kankakee and shall undertake all duties given to the City Affirmative Action Committee in the City's Affirmative Action Ordinance.
- (b) The Commission shall also undertake to develop and recommend to the City Council an agenda for fostering and maintaining racial and ethnic harmony in this community.
- (c) The Commission shall file a written report of its activities with the City Council at least quarterly.

**Sec. 3-14. Reports for Human Relations Commission.**

The Kankakee City Council shall provide to the Commission, at least quarterly, a written report of the Council's Actions on the Commission's recommendations.

**Sec. 3-15. Liaison between City and Human Relations Commission.**

It shall be the duty of the City's Affirmative Action Officer to act as liaison between the two bodies, to ensure that all reports are timely filed and disseminated, and to ensure that accurate minutes are kept of the Commission's meetings. (Ord. No. 90-08, Sec. 1-6, 4-3-90: Ord. No. 90-29, Sec. 1-3, 6-4-90: No. 90-37, Sec. 1-6, 7-2-90: Ord. No. 91-24, Sec. 1, 3-18-91)

**AFFIRMATIVE ACTION**

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