



Alaska State Legislature

Sexual and Other Workplace Harassment Subcommittee

WORK PLAN

REVISED February 7, 2018

Meeting 1: **DATE:** Thursday, February 1 **TIME:** 5:00 pm

1. Mandatory Reporting, Informal Reporting, and Informational Database

Meeting 2: **DATE:** Tuesday, February 6 **TIME:** 7:00 am

2. Time to Report: 1 Year, 18 Months, 2 Years

3. Mandatory Use of Outside Investigator: Legislator, Staff, Non-Employees

4. Reporting to Designated Staff

- What is the appropriate number of designated staff?
- Who should be designated staff?

Meeting 3: **DATE:** Thursday, February 8 **TIME:** 7:00 am

5. Appeals

6. Sanctions

7. Sanction Process

8. False Complaints & Retaliation

Meeting 4: **DATE:** Saturday, February 10 **TIME:** 10:00 am

9. Civility Policy: Addressing Conduct That Is Unprofessional, But Not Illegal

- What is the distinction between legal claims and workplace-only issues?

10. Civility Procedure

11. Corrective & Disciplinary Steps

Meeting 5: **DATE:** _____ **TIME:** _____

Finalize Draft Policy & Procedure for Outside Review and Legislative Comments

Meeting 6: **DATE:** _____ **TIME:** _____

Review Comments; Recommend Plan for Full Council Approval.