

Code of Conduct Workshop

Katjana Ballantyne, Mayor

Hannah Carrillo, Legislative Liaison, Mayor's Office

Denise Molina Capers, Director of RSJ Department

Community Norms

- Speak Your Truth and from “I - Statements”
 - Stay Engaged and Present
 - Respect Everyone’s Opinion
- Listen with an Open Mind and Heart
 - Expect and Accept Non-Closure

Code of Conduct

❖ Purpose

- ❖ Directive from Mayor Ballantyne

❖ Content

- ❖ What is everyone agreeing to?
- ❖ How to fill out the form
- ❖ Available in Braille and Spanish, Portuguese, Haitian Creole, Traditional Chinese, Simplified Chinese and Nepali.

Timeline (60 days)

1. Member Workshop (3/30, 4/6 and 4/13)
2. Members will have 60 days to sign once the workshops are complete, making the initial due date **June 12, 2023**
3. All boards/commissions are being asked to adopt the code, so you can expect to see that on a Summer 2023 agenda
4. Please reach out to your Staff Liaison if you need the document to be mailed to you, or any other accommodation.
5. If after this training you still have questions or concerns, please reach out to your Staff Liaison! We are happy to talk further

Implementation

❖ Rollout will be done in phases

1. Training sessions
2. Dissemination & Collection of signed documents
3. Addressing concerns
4. Standardizing signing for new members

❖ Roles and Responsibilities

- ❖ Staff Liaison – member outreach, collect documents
- ❖ Members – sign & return within 60 days, abide by the code

Addressing Violations

- ❖ Members should all be committed to hold each other accountable to the code
- ❖ In the event you believe a violation of the code has occurred and the Staff Liaison is not already aware, please first inform the liaison
 - ❖ If you are not conformable informing the Liaison, you can reach out to Hannah at hcarrillo@somervillema.gov

Questions?