PRINCE GEORGE'S COUNTY WORKFORCE DEVELOPMENT BOARD

Non-Discrimination Policy

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POLICY NUMBER:	1.4000.100.015
EFFECTIVE:	8/18/2021
APPROVING AUTHORITY:	Board Chair Prince George's County Workforce Development Board
RESPONSIBLE STAFF:	Prince George's County Workforce Development Board contractors and service providers
RESPONSIBLE OFFICE:	Office of the President, Employ Prince George's, Inc.

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BACKGROUND:

The Prince George's County Public Workforce System, modeled as a free membership network and branded as the Prince George's County American Job Center Community Network, is the workforce system for the Prince George's County Local Workforce Development Area. The Prince George's County Local Workforce Development Area is one of 12 Local Workforce Development Areas in Maryland. Each Local Workforce Development Area is led by a Chief Local Elected Official and governed by a Local Workforce Development Board. The Prince George's County Executive is the Chief Local Elected Official for Prince George's County, and the Local Workforce Development Board is the Prince George's County Workforce Development Board. Based on the Prince George's County Local Workforce Area WIOA Local Governance Agreement between the Prince George's County Executive, the Prince George's County Workforce Development Board and Employ Prince George's, Inc. (EPG), EPG serves as the administrative staff and fiscal agent of the Prince George's County Workforce Development Board (WDB).

SUMMARY:

Section 188 of the Workforce Innovation and Opportunity Act prohibits the exclusion of an individual from participation in, denial of the benefits of, discrimination in, or denial of employment in the administration of or in connection with, any programs and activities funded or otherwise financially assisted in whole or in part under Title I of the Workforce Innovation and Opportunity Act because of race, color, religion, sex, national origin, age, disability, or political affiliation or belief, or for beneficiaries, applicants, and participants only, on the basis of citizenship status, or participation in a program or activity that receives financial assistance under Title I of the Workforce Innovation and Opportunity Act. The Board also explicitly prohibits discrimination based on sexual orientation, and gender identity and/or expression. The Board requires a policy to ensure its staff, contractors, and service providers are compliant with the above provisions in Section 188 of the Workforce Innovation and Opportunity Act.

PURPOSE:

This policy establishes the method for which contractors and service providers will process Equal Employment Opportunity complaints and grievances by participants and other interested parties affected by the Maryland workforce system.

POLICY:

Prince George's County Local Workforce Development Area Title I funded staff, contractors and service providers will follow the Equal Employment Opportunity Policy for processing Equal Employment Opportunity complaints and grievances by participants and other interested parties affected by the Maryland workforce system.

This policy was created based on these references:

- Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color, and national origin.
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities.
- The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of sex in education programs.
- Section 188 of the Workforce Innovation and Opportunity Act.

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PROCESS:

As Administrative Entity for the Title I Workforce Innovation and Opportunity Act, Prince George's County Workforce Development Board, its subrecipients, and One-Stop partners assure they will comply with 29 CFR Part 37 and all other regulations implementing the above stated laws. This assurance applies to the provision of any and all One-Stop services and to all agreements any subrecipient or One-Stop partner makes to carry out programs administered by the Prince George's County Workforce Development Board. The United States has the right to seek judicial enforcement of this assurance, which shall be incorporated into the Local Integrated Workforce Plan, the Memorandum of Understanding, and contracts between and its subrecipients.

All Prince George's County Workforce Development Board subrecipients will: Have the notices of rights and grievance procedures prominently displayed.
Provide Workforce Innovation and Opportunity Act Title I and all other program participants with the EQUAL OPPORTUNITY IS THE LAW document. Obtain a signature verifying receipt of the EQUAL OPPORTUNITY IS THE LAW on the intake and orientation documentation.

EXCLUSIONS TO THE POLICY:

N/A

RESOURCES:

Section 188 of the Workforce Innovation and Opportunity Act

https://www.dol.gov/agencies/oasam/centers-offices/civil-rights-center/statutes/section-188-workforce-innovation opportunity-act

FORMS:

N/A

POLICY VIOLATIONS:

Section 188 of the Workforce Innovation and Opportunity Act dictates any actions for violations outside normal HR practices.

APPROVING SIGNATURES:

Charnetia Young (Aug 20, 2021 11:40 EDT)

Aug 20, 2021

Board Chair   Date
Prince George's County Workforce Development Board