

CATEGORY: Policy

Director(s): Rubin/Tilson

PURPOSE: Revised MVCC Code of Conduct

BACKGROUND:

This was discussed at the January 10, 2023 Election and Bylaws Committee meeting. It needed work to delete repetitive material and it was suggested that Chair Rubin and Vice Chair Tilson submit it as a Directors Motion

THE MOTION: Revised from the: CURRENT LANGUAGE:

<https://www.marvista.org/assets/documents/2/committee60c28635a101c.pdf>

Code of Conduct of the Mar Vista Community Council

POL-2019-003

Approved by MVCC Board of Directors on

August 13, 2019

Neighborhood Council Board Members are required to read and sign a copy of the following Code of Conduct and participate in training approved by the Department of Neighborhood Empowerment. The MVCC additionally adopts this Code of Conduct as applicable guidelines for all MVCC Standing and Ad Hoc Committees.

1. Neighborhood Council Board Members should conduct themselves in a professional and civil manner.
2. Neighborhood Council Board Members should treat other Board Members and members of the public with respect regardless of the other's opinion, ethnicity, race, religion, religious belief or non-belief, color, creed, national origin, ancestry, sex, sexual orientation, gender, gender expression, age, disability, marital status, income, homeowner status, renter status or political affiliation.
3. Neighborhood Council Board Members should not, during meetings, functions or events engage in or threaten to engage in any physical attack on any other individual.
4. Neighborhood Council Board Members should not use language that is threatening, obscene, or slanderous, including profanities, insults or other disparaging remarks or gestures directed toward other Board Members.
5. Neighborhood Council Board Members should promote and, if necessary, enforce a safe meeting environment. If other Board Members become disruptive or violate the Code of Conduct Neighborhood Council Board Members have agreed to abide by, Board Members should demand that the offending Board Member conduct themselves in a respectful and orderly manner.
6. Neighborhood Council Board Members should not engage in "bullying" or "harassment" which is generally defined as follows:
 - a. "Bullying" is conduct that meets all of the following criteria:

- i. is reasonably perceived as being dehumanizing, intimidating, hostile, threatening, or otherwise likely to evoke fear of physical harm or emotional distress;
 - ii. Is directed at one or more Board Members;
 - iii. Is conveyed through physical, verbal, or technological means;
 - iv. Substantially interferes with participation opportunities, benefits, or programs of one or more Board Members at Neighborhood Council sponsored activities or events;
 - v. adversely affects the ability of a Board Member to participate in or benefit from the Neighborhood Council programs or activities by placing the Board Member in reasonable fear of physical harm or by causing emotional distress; and,
 - vi. Is based on a Board Member's actual or perceived protected characteristic (see 2 above), or is based on an association with another person who has or is perceived to have any of these characteristics.
- b. "Harassment" is conduct that meets all of the following criteria
- i. is reasonably perceived as being dehumanizing, intimidating, hostile, threatening, or otherwise likely to evoke fear of physical harm or emotional distress;
 - ii. Is directed at one or more Board Members;
 - iii. Is conveyed through physical, verbal, or technological means;
 - iv. Substantially interferes with participation opportunities, benefits, or programs of one or more Board Members at Neighborhood Council sponsored activities or events;
 - v. adversely affects the ability of a Board Member to participate in or benefit from the Neighborhood Council programs or activities because the conduct, as reasonably perceived by the Board Member, is so severe, pervasive, and objectively offensive as to have this effect; and,
 - vi. Is based on a Board Member's actual or perceived protected characteristic (see 2 above), or is based on an association with another person who has or is perceived to have any of these characteristics.

PROPOSED LANGUAGE:

Code of Civil Conduct of the Mar Vista Community Council (MVCC)

MVCC Board Members and all Standing and Ad Hoc Committee Chairs will abide by the following Code of Civil Conduct and participate in the trainings required by the Department of Neighborhood Empowerment. MVCC Board of Directors and all Standing and Ad Hoc Committee Chairs will be referred to in this document collectively as **MVCC Officials**.

1. MVCC Officials will conduct themselves in a professional and civil manner.
2. MVCC Officials will treat other individuals with respect regardless of opinion, ethnicity, race, religion, religious belief or non-belief, color, creed, national origin, ancestry, sex, sexual orientation, gender, gender expression, age, disability, marital status, income, homeowner status, renter status or political affiliation.
3. MVCC Officials will not, during meetings, functions or events engage in or threaten to engage in any physical attack on any other individual.
4. MVCC Officials will refrain from language that is threatening, obscene, or slanderous, including profanities, insults or other disparaging remarks or gestures directed toward others.
5. MVCC Officials will promote and, if necessary, enforce a safe meeting environment. MVCC Officials should remind the offenders to conduct themselves in an orderly and civil manner, and, if necessary, request a recess and/or the removal of the offenders.
6. MVCC Officials will not engage in "bullying" or "harassment" which is generally defined as any action that:
 - a) is reasonably perceived as being dehumanizing, intimidating, hostile, threatening, or otherwise likely to evoke fear of physical harm or emotional distress;
 - b) is directed at one or more MVCC Officials or other individuals, including government officials, candidates for public office or members of the public;
 - c) is conveyed through physical, verbal, or technological means (such as social media);
 - d) is reasonably perceived as adversely affecting or substantially interfering with the opportunity for MVCC Officials or other individuals including government officials, candidates for public office or members of the public to benefit from participating in activities (based on the actual or perceived protected characteristic or on an association with another person who has or is perceived to have any of these characteristics) [see #2 above].
7. MVCC Officials agree to adhere to the **MVCC Officials' Pledge of Civility**:

MVCC Officials' Pledge of Civility

The freedom to express one's views about public matters is a cornerstone of the democratic process. MVCC Officials welcome the diverse views and opinions of all MVCC Officials and stakeholders as they relate to the issues before us. In order for these discussions to be meaningful and effective, we must treat others with respect and dignity.

Therefore, collectively and individually, MVCC Officials agree to pledge to abide by a Code of Civility to ensure that our MVCC business is conducted in a respectful and courteous manner and in a way that will generate respect and credibility for our Neighborhood Council.

Collectively and individually, MVCC Officials pledge to:

1. Conduct themselves in a professional and civil manner at all times while a MVCC Official.
2. Treat each other and members of the public with respect at all times, regardless of an individual's opinion, ethnicity, race, sex, sexual orientation, age, disability, marital status, income, home owner status, renter status, political affiliation or religion, religious belief or non-belief.
3. Even in the face of disagreement or differences of opinion, will demonstrate esteem and deference for my colleagues and the public.
4. Under no circumstances during meetings, functions, or events will MVCC Officials engage in or threaten to engage in any verbal or physical attack on any other individual.
5. Commit to communicate ideas and points of view clearly and allow others to do the same without interruption.
6. Not use language that is abusive, threatening, obscene, or slanderous, including using profanities, insults, or other disparaging remarks or gestures.
7. Derogatory language about an individual's ethnicity, race, sexuality, sexual orientation, gender-identity, age, disability, or religious belief is not acceptable.
8. Take responsibility for actions, and work to fulfill the role and responsibilities as specified in the MVCC, DONE, City and State governance documents.
9. Abide by the MVCC's meeting procedures and/or rules in order to create a safe and effective environment for conducting business.
10. Always promote and enforce a safe meeting environment. At moments when any individual(s) become disruptive and violate the rules of civility, I will join my fellow MVCC Officers in reminding the person(s) to conduct themselves in an orderly and civil manner whether or not I agree with the point of view that is being expressed.
11. Seek to present information truthfully and not knowingly misrepresent, mischaracterize, misquote or leave out information received from others.
12. Pledge to truly listen to and hear other points of view.
13. Practice the art of being able to disagree without being disagreeable.
14. If I find myself representing my personal interests before my community's interests, I will publicly disclose the differences and recuse myself from voting on such matters.
15. I will commit to good faith efforts to resolve any grievances that come before the Committee as specified in the Organizational Guidelines.
16. Make the best possible effort to understand the issues before me. I will "do my homework."