

## Palm Tran Administrative Offices

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# Palm Beach County Board of County Commissioners

Dave Kerner, Mayor

Robert S. Weinroth, Vice Mayor

Hal R. Valeche

Gregg K. Weiss

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Mack Bernard

### **County Administrator**

Verdenia C. Baker

"An Equal Opportunity
Affirmative Action Employer"

Official Electronic Letterhead

### EEO/AA POLICY STATEMENT

July 2, 2021

It is the policy of Palm Tran and its administrative staff to ensure Equal Employment Opportunity for all of its employees and applicants for employment without regard to race, color, religion, gender, national origin, age, disability, marital status, sexual orientation, veteran status and genetic information. This policy applies to all phases of employment and personnel actions, including compensation, benefits, transfer, layoffs, training, education, tuition reimbursement, and other terms and conditions of employment.

Palm Tran will not tolerate the harassing of any individuals, with regard to race, color, religion, sex, national origin, genetic information, age, disability, marital status, gender identity or sexual orientation.

Part of the requirement of being a recipient of federal funding is that Palm Tran must have an Affirmative Action Plan that includes goals and timetables, in order to overcome the effects of past discrimination on minorities and women. The responsibility for the implementation of the EEO program is assigned to the Director of Transit Planning, Levi McCollum, who is also the EEO Officer.

From time to time, various addendums will be made to the Plan as may be required in order to accomplish the goals and objectives set forth in this policy statement. Success of this plan requires a conscious and deliberate commitment by Palm Tran and its entire staff of employees. All management personnel share in this responsibility and will be assigned specific tasks to assure compliance is achieved.

Any applicant or employee who believes they have been subject to discrimination has the right to file a complaint with the EEO Officer.

Managers, supervisors, etc., are expected to pursue the goals of the EEO program the same way as their performance on other agency's goals.

The successful achievement of EEO goals will provide benefits to the recipient/sub recipient/contractor through fuller utilization and development of previously underutilized human resources.

As Executive Director, I am personally committed to the effective implementation of this Affirmative Action Plan, and expect the participation and cooperation of everyone associated with it.

Clinton B. Forbes

Executive Director, Palm Tran