



Sexual Harassment Recommendations

Provided to the Kansas Legislature by the Women's Foundation

- **Ethics and Workplace Culture.** We need to dismantle the attitudes and culture that perpetuate sexual harassment.
 - Create a non-fraternization policy for interns, legislative staff, elected officials, and lobbyists.
 - Update the ethics requirements for elected officials and lobbyists related to sexual harassment and intern fraternization.
 - Ban gift giving to interns.
 - Review the parameters of gift giving policy for legislative staff
 - Ban interns from being required to participate in candidate or political fundraising.
 - Conduct a climate survey that includes a component of annual benchmarking or monitoring and make the report publicly available.
 - Annually report on the gender data of intern class participants, state board and commission appointees, legislative committee members, and leadership positions.
 - Increase the number of women in leadership roles, which research has shown can reduce the incidence of sexual harassment.

- **Accountability and Monitoring**
 - Update the definition of sexual harassment, provide clear examples of sexual harassment retaliation, and revise sexual harassment policies, including the grievance procedure, consequences, and appeal process.
 - Identify and communicate specific, tiered consequences for interns, legislative staff, lobbyists, and elected officials for sexually harassing behavior and retaliation.
 - Provide for independent, outside legal counsel to conduct sexual harassment investigations.
 - Provide legal counsel with subpoena power on all allegations of sexual harassment.
 - An independent, outside investigation should result in a written report that is provided to the appropriate human resource professional and legislative committee of reference.
 - Prohibition of secret settlements in sexual harassment cases.

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- Ban arbitration and limit mediation in sexual harassment cases
 - Annually report on data of discrimination and sexual harassment claims and outcomes.
 - Review sexual harassment policies and procedures on an annual basis.
- **Education and Awareness.** Training and resources can help elected officials, legislative staff, interns and lobbyists to understand and prevent sexual harassment from occurring – and identify it when it does.
- Require elected officials, legislative staff, interns and lobbyists to actively participate in an annual training on civil discourse, cultural competence, and sexual harassment. Request feedback on the sexual harassment training for improvements or policy updates.
 - Update the intern policies and procedures, including the procedures and requirements for intern placement.
 - Establish a Capitol Intern Ombudsperson to facilitate intern placement, oversight, and reporting protocols.
 - Require all institutions of higher education to identify a staff member to serve as their intern program manager and mandate they check-in on interns before, during, and after their internship experiences. When possible, provide interns with a mentorship network during their internship experience.
 - Require all institutions of higher education to provide sexual harassment and Title IX training for career services' personnel and intern program managers.
 - Require all institutions of higher education to share their intern program policies and procedures with the Capitol Intern Ombudsperson.
- **Victim Resources.** Helping victims to report sexual harassment – and making sure they're protected when they do – is essential to combating discrimination and sexual harassment.
- Provide the option for victims to report their experiences anonymously and mandate they will be investigated in a prompt manner.
 - Provide victims of sexual harassment with access to a victim advocate, free counseling resources, and pro bono legal counsel.
 - Ensure the confidentiality of victims, which extends to investigation proceedings and reports.

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