

**MINUTES OF A SPECIAL COMMITTEE OF THE WHOLE  
MEETING OF THE DUPAGE WATER COMMISSION  
HELD ON THURSDAY, JANUARY 18, 2018  
600 E. BUTTERFIELD ROAD  
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 6:02 P.M.

Commissioners in attendance: J. Broda, J. Fennell, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruy, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Commissioners Absent: None

Also in attendance: Treasurer W. Fates, J. Spatz, C. Johnson, C. Peterson, P. Luetkehans of Schirott, Luetkehans & Garner, LLC, and Cara Perrone and Linda McGee of Reach HR Consulting

**HARASSMENT FREE WORKPLACE TRAINING**

Chairman Zay began by introducing Cara Perrone and Linda McGee of Reach HR Consulting and asked them to begin the training.

Ms. McGee began with a brief summary of their background experience in Human Resource matters and then distributed a copy of their presentation which included the following agenda items:

- a multiple-choice pretest for all Commissioners to read, understand and complete
- sexual harassment - hostile work environment and quid pro quo
- protection from retaliation
- harassment based on protected categories
- a review of the Commission's policies and internal procedures, as well as, the responsibilities of a Commissioner.

After the Commissioners completed their multiple-choice pretest, Ms. Perrone began reviewing the rest of the agenda items including the steps, as a Commissioner, that are to be followed should an employee contact them with a complaint of a sexual nature. Ms. McGee reviewed the seriousness of any retaliation, gave specific examples of what is considered retaliation, and stressed that any form of it is illegal.

General Manager Spatz clarified that should any Commissioner be contacted by an employee for anything other than a sexually related matter, that employee should be redirected to his/her supervisor, their union representative, or a Commission manager to be addressed accordingly.

With no further discussion, Commissioner Broda moved to adjourn the meeting at 6:38 P.M. Seconded by Commissioner Scheck and unanimously approved by a Voice Vote.

All voted aye. Motion carried.