



# Ohio National Guard



## Equal Employment Opportunity (EEO) Briefing

MODULE 5

NATIONAL GUARD TECHNICIAN PERSONNEL MANAGEMENT COURSE



# Equal Employment Opportunity

## WHAT WE WILL COVER TODAY

**EQUAL EMPLOYMENT OPPORTUNITY**

**DIVERSITY and INCLUSION**

**SEXUAL HARASSMENT**

*These programs and topics are part of the  
ONG Strategy Map Initiative #3: People, Learning, and Growth.*



# Ohio National Guard



## EQUAL OPPORTUNITY PROGRAM

Discrimination is illegal and detrimental to unit readiness.

The Equal Opportunity Office  
manages the civilian and military discrimination complaint system as it relates to  
**RACE, RELIGION, COLOR, NATIONAL ORIGIN, GENDER.**

All individuals are entitled to be treated fairly and work in an environment free from discriminatory practices.

If you have questions, or believe you have been discriminated against, then contact your EO Representative.

**Military Members – please contact your Unit EO Office (Air), EOL or EOA (Army), or JFHQ EO Staff.  
Full-Time Members – please contact your JFHQ EEO Staff at Beightler Armory, Columbus, Ohio**



**Capt Joy Ella Bourassa**  
State Equal Employment Manager  
(614) 336-7497 / DSN: 346-7497



**SMSgt Thomas Oswald**  
Equal Opportunity Advisor  
(614) 336-7245 / DSN: 346-7245



# STATE EQUAL EMPLOYMENT MANAGER

## EEO - What We Do

- Conduct EEO / EO Training, Counseling, and Mediation
- Conduct Special Emphasis Program – Monthly Observances  
*Black History, Women’s History, Holocaust Remembrance,  
Asian Pacific Heritage, Hispanic Heritage, American Indian Heritage*
- Oversee EEO / EO Discrimination Complaint Process
- Oversee EEO / EO Policy Management and Guidance
- Oversee EEO / EO Hiring Compliance-Job Package Reviews
- Generate EEO / EO Reports for NGB, EEOC, TAG



# EQUAL EMPLOYMENT OPPORTUNITY

## EEO Policy References

- The Constitution of the United States
- Civil Rights Act of 1964, 1991
- DOD Directive 1350.2
- Army Regulation 600-20 (Active Duty)
- NGR (AR) 600-22
- TPR 752
- State Affirmative Employment Plan
- **Ohio NGR 600-22**
- Executive Orders 0948, 13171
- Civil Service Reform Act of 1978
- Title 32 and Title 5 USC



# TAG EEO POLICY



All individuals must be treated fairly and participate in a work environment free from discriminatory practices. We must build an inclusive culture that values and utilizes the diversity our employees bring to the organization. Discrimination is illegal and will not be tolerated in the Ohio National Guard.

***MG Deborah Ashenhurst  
The Adjutant General, OHNG***



# EEO – THE CONCEPT

Seven forms of *Illegal* discrimination

Race

Religion

Color

National Origin

Gender

Age – *Military Excluded*

Disability – *Military Excluded*



# EEO Complaint Process

- Members have **180 days** from the alleged discrimination to file a complaint with EEO
- Complaints are documented and filed on OHNGR Form 333
- Worked at the **lowest level of command first** for resolution
- Complaint elements:
  - Fact-finding and resolution of the issue so that a complainant of discrimination is made whole



# EEO Complaints

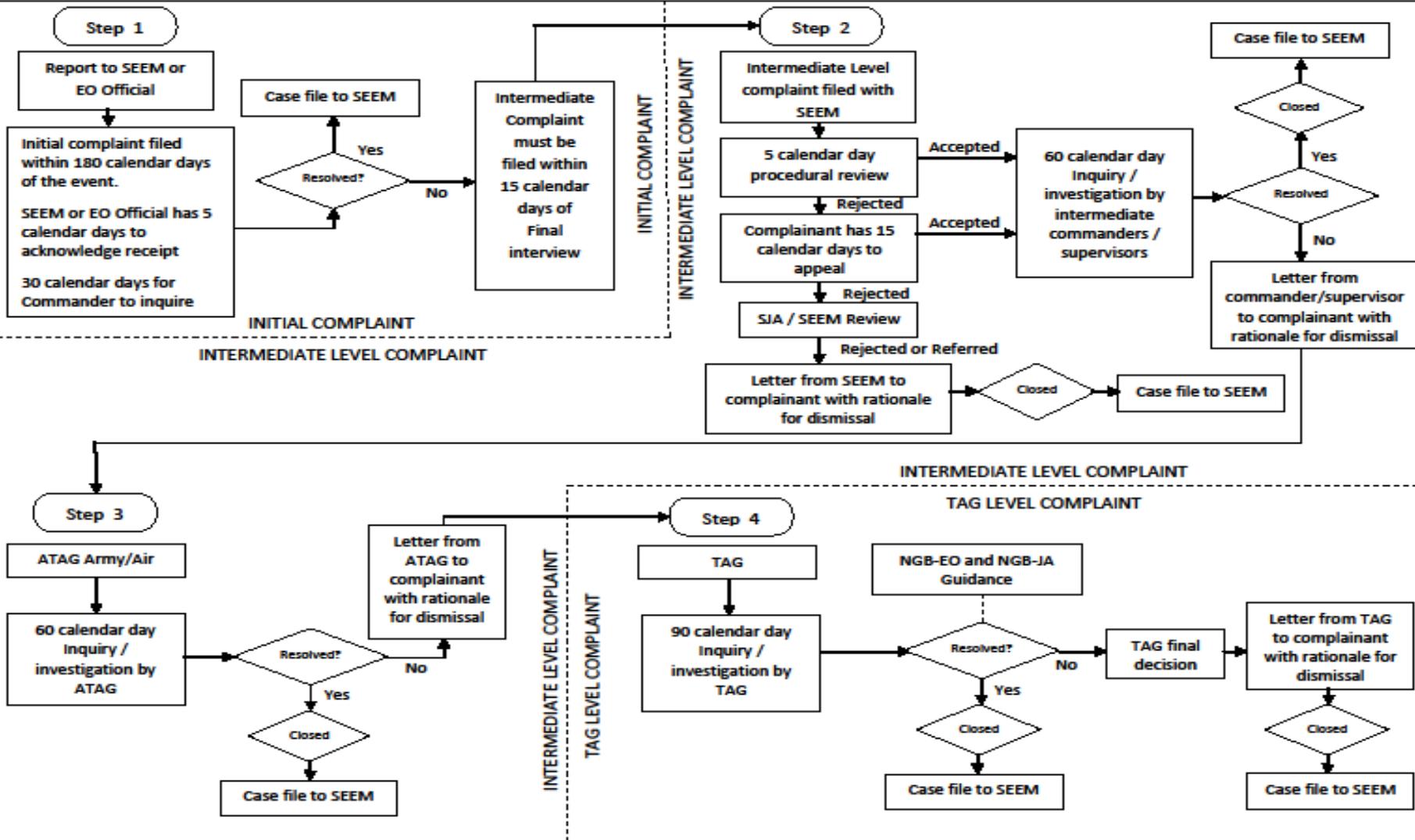
Ohio National Guard members who believe that they have been illegally discriminated against should seek assistance:

- **Full-Time Employees** (Technicians, AGRs, ADOS)  
Seek assistance from the JFHQ State EEO Staff (SEEM).
- **Military Status** (DSGs)  
Seek assistance from their unit EO Staff, EOLs/EOAs, or the JFHQ State EEO Staff
- ***Intent is to resolve all complaints at the lowest level.***



# EEO Complaint Process

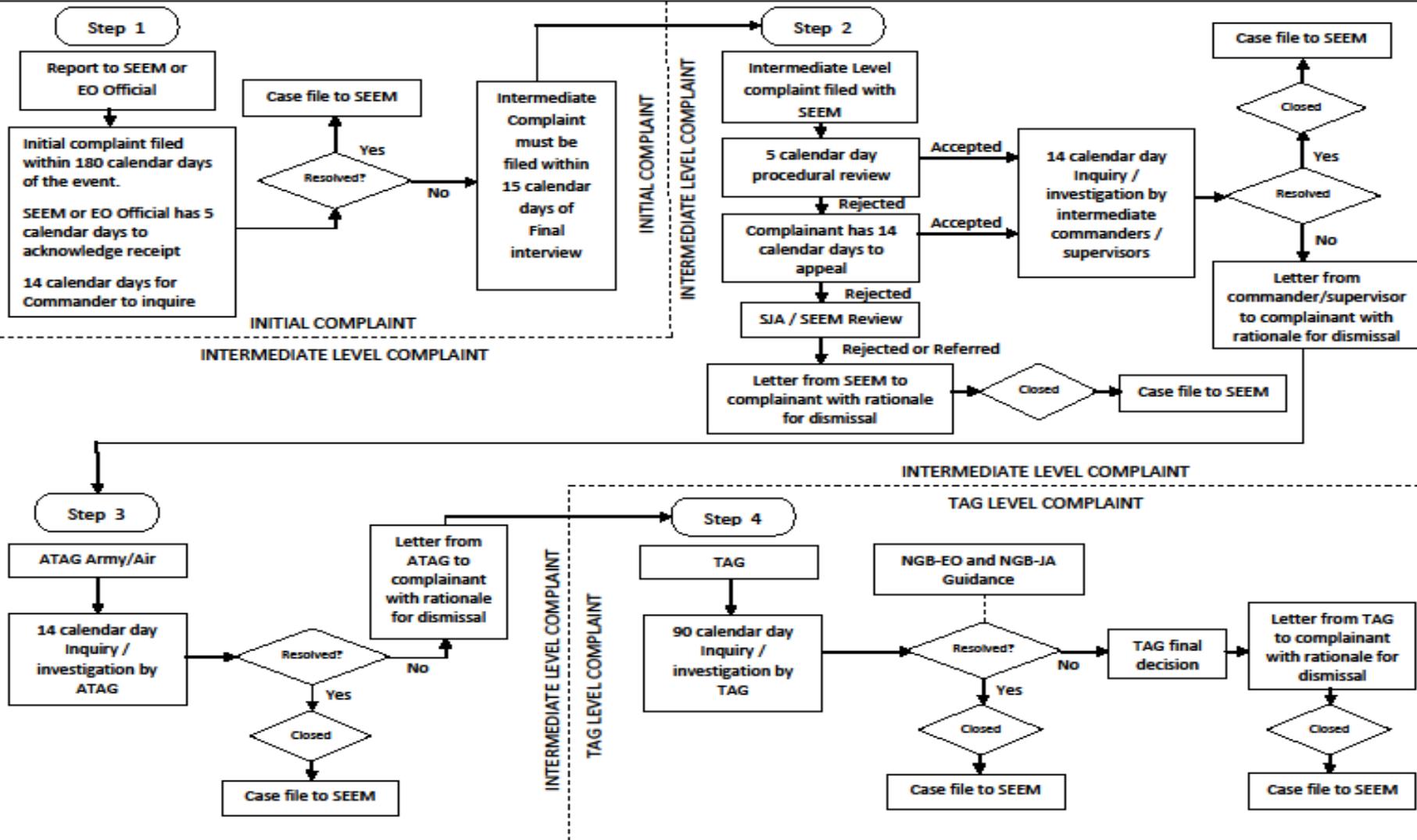
## Title 32 Technician, IADT and AT Grievance Process





# EEO Complaint Process

## Title 32 FTNGD and ADOS Grievance Process





# EEO Program Responsibilities

*The State Equal Employment Manager (SEEM) oversees the EEO Program, complaint process, and ...*

- serves as a bridge for management and members for EEO complaints
- primary objective is to attempt an informal resolution of all complaints brought before them
- must be perceived by both parties as neutral
- provide mediation process for both parties to resolve issues



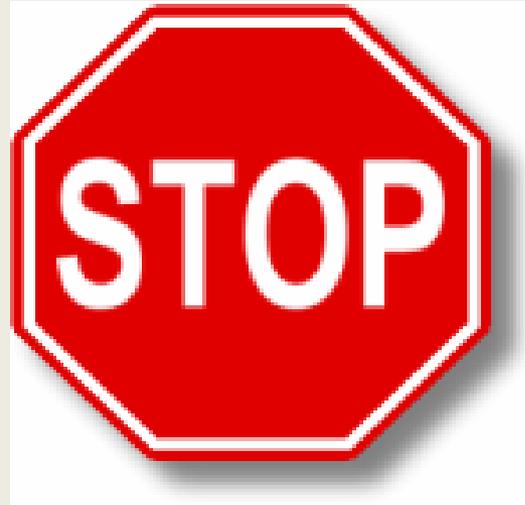
# EEO Program Responsibilities

## *Supervisors and Commanders*

- are responsible for the EEO climate in their organizations.
- must understand the goals of the EEO Program
- must create a culture of excellence and one that is free of discrimination and harassment
- must allow individuals the time and opportunity to schedule and meet with the EEO staff to file complaints or to resolve issues
- leaders should seek to know if harassment is occurring in their units – then immediately correct it and eliminate it



**EEO**  
**Goal For The**  
**Ohio National Guard**



**ALL forms of**  
**Discrimination, Sexual Harassment, Assault**



# Equal Employment Opportunity (EEO) Briefing

EEO

**QUESTIONS – COMMENTS ???**

**Next: Diversity and Inclusion**



# Diversity and Inclusion

## Ohio National Guard





# Diversity and Inclusion



The achievement of diversity and inclusion is essential for the Ohio National Guard to accomplish our federal, state, and community missions. By leveraging our differences, we must create an environment where all members feel free to contribute their unique talents and experiences toward sustainable change. Diversity makes us strong, inclusion makes us even more powerful and must become the cornerstone of all we do.

***MG Deborah Ashenhurst  
The Adjutant General, OHNG***



# Diversity and Inclusion

- DOD definition of diversity:  
*The different characteristics and attributes of individuals.*
- Recognition that the workforce is changing
- Recognition of values and differences in our self and others
- Valuing, allowing, and respecting our differences  
*(one does not have to like or agree with the differences)*
- Each culture and generation has distinct attitudes, behaviors, expectations, habits and motivational buttons.
- To meet the mission, we must adapt to the opportunities that a diverse and inclusive workforce can achieve.



# Equal Employment Opportunity (EEO) Briefing

## Diversity and Inclusion

**QUESTIONS – COMMENTS ???**

**Next: Sexual Harassment**



# Sexual Harassment

- A form of **sex discrimination** that involves **unwelcome** sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when it is:
  - **A condition of a person's job, pay, or career**
  - **Used as a basis for career decisions affecting that person**
  - **The purpose or effect of interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.**
- Reasonable person standard
- Perception of the victim



# Types of Sexual Harassment

- Quid Pro Quo - related to terms or conditions of employment and/or an employment decisions; “something for something” or “this for that.”
- Hostile Work Environment - relates to a disruptive and/or offensive work environment, one that is unproductive or people don't want to come to work.



# Examples of Quid Pro Quo Harassment

- Demanding or suggesting sexual favors from others in return for less training, more benefits, higher ratings, etc.
- Disciplining someone who refuses to “cooperate” with such demands or suggestions.
- Withholding additional training, TDYs, advancements, pay.
- Changing military performance ratings, standards, or expectations after refusing requests for favors/date.



# Verbal, Non-Verbal, and Physical Examples

- Unwelcome gestures or pressure for sexual favors or dates
- Sexually oriented teasing, jokes, questions or discussions
- Sexually suggestive looks, gestures, whistles, movements
- Displaying sexually suggestive visuals (pictures, websites, magazines, calendars, cartoons, figurines, etc.)
- Hanging around, standing near, or brushing against a person
- Deliberate touching, leaning over, cornering, pinching, or caressing



# What do I do if...

...I am aware of questionable behavior ???

- Take immediate and corrective action to stop it
- Document it for reference
- Communicate action taken to the victim and explain what he or she should do if problem repeats
- Consult with EEO and complete the OHNGR Complaint Form 333



# Prevention begins with all of us

- Examine your own personal and professional behavior
- Demonstrate respect for all individuals regardless of position
- Ensure a work environment free of intimidation, hostility, psychological stress, inappropriate remarks, jokes or symbols
- Manage work centers so that they do not interfere with productivity and mission success
- Take corrective action whenever sexual behavior is displayed
- Embrace the Core Values



# Sexual Harassment can lead to Sexual Assault

- Sexual Assault is “offenses of a sexual nature” committed without the lawful consent of the victim
- Punishable under the UCMJ and other federal / local laws
- Types of Sexual Assault:
  - Rape - sexual intercourse by force and without consent
  - Forcible Sodomy - oral or anal sex by force and without consent
  - Indecent Assault - non-consensual touching with intent to gratify lust or desires
  - Carnal Knowledge - sexual intercourse with a child under age 16
- Referred to a trained Unit Victim’s Advocate (UVA) or Sexual Assault Response Coordinator (SARC) JFHQ: (614) 336-7159 / DSN346-7159

***EEO DOES NOT OVERSEE THE SEXUAL ASSAULT PROCESS***



# Sexual Harassment and Discrimination is

Illegal

Immoral

Inappropriate

Dishonorable

Disrespectful

There is a **ZERO TOLERANCE** issue  
in the Ohio National Guard



# **Workplace Integrity**

**IF YOU DON'T WANT IT SAID OR DONE TO YOU,  
OR TO ANYONE YOU CARE ABOUT ...**

**THEN DO THE RIGHT THING,  
AND**

**DON'T SAY IT - DON'T DO IT - DON'T TOLERATE IT.**



# Equal Employment Opportunity

## *WHAT WE JUST COVERED TODAY*

**EQUAL EMPLOYMENT OPPORTUNITY**

**DIVERSITY and INCLUSION**

**SEXUAL HARASSMENT**



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# **Equal Employment Opportunity (EEO) Briefing**

**DVD**

**“Amateur Night”**

**QUESTIONS – COMMENTS ???**