



OFFICE OF THE DIRECTOR

Kate Brown, Governor



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July 25, 2018

TO: All OHA Employees including Volunteers, Interns
and Committee Members

FROM: Patrick M. Allen, Director

SUBJECT: Equal Employment Opportunity/Civil
Rights

At the Oregon Health Authority, we are committed to providing equal opportunity in employment regardless of race, religion, color, national origin, marital status, sex, sexual orientation, gender identity, age, veteran's status, mental or physical disability or other protected class under state or federal law. We are also committed to ensuring that any employee who requires reasonable accommodations to do their job will receive appropriate accommodation.

Our Affirmative Action Plan (AAP) is the blueprint we will use to help us get there. To see the plan, go to <https://www.oregon.gov/oha/OEI/Reports> or make a request to the Office of Equity and Inclusion (OEI) Compliance and Civil Rights Manager.

Every one of us is responsible for creating and maintaining a respectful, inclusive and discrimination-free work environment that is safe for everyone. To help ensure the success of our AAP, I will continue to work with OHA leadership team and all of you to make necessary decisions, allocate resources, monitor the progress of this plan on an ongoing basis, and make adjustments to the plan as necessary.

Additionally, management staff have a heightened responsibility to ensure the work environment is free from any forms of discrimination, harassment including sexual harassment or retaliation for filing a complaint related to workplace concerns. This responsibility includes taking proactive measures to prevent and address issues that a manager knows or should know about. All management staff must be active in the support of recruitment and career development programs that ensure equitable representation of minorities, women and people with disabilities in all job classifications. Management staff are responsible for ensuring meaningful progress toward achieving affirmative action goals, including but not limited to including diversity development as a component of staff and management performance evaluations.

OEI oversees the internal process and procedures related to complaints, issues or questions regarding discrimination, harassment or retaliation in support of this core responsibility. Anyone who has questions about our AAP should contact OEI. Additionally, anyone who believes they have been discriminated against, or is aware of what they believe to be discrimination, harassment or retaliation on the basis of an individual's protected class status may file a complaint in accordance with the Department of Administrative Services (DAS) statewide Discrimination and Harassment Free Workplace Policy 50.010.01 <https://www.oregon.gov/das/Policies/50-010-01.pdf> by contacting:

The Oregon Health Authority
Office of Equity and Inclusion
Compliance and Civil Rights Manager
421 SW Oak Street, Suite 750
Portland, OR 97204
971-673-1284

Oregon Bureau of Labor and Industries
800 Oregon Street, Suite 1045
Portland, OR 97232
971-673-0761

oha.internalcivilrights@dhsaha.state.or.us

We are very proud of what we have done so far, and we have more work to do. Thank you.

*This document can be provided upon request in an alternate format for individuals with disabilities or in a language other than English for people with limited English skills. To request this publication in another format or language, please contact the Office of Equity and Inclusion at 971-673-1240 or 711 for TTY.