



EVENT CODE OF CONDUCT POLICY

The North Carolina Association of County Commissioners (NCACC) is committed to providing a safe, productive, and welcoming environment for all in attendance at our conferences, events, meetings, and workplaces. Central to NCACC's mission is providing opportunities and venues for our members and staff for professional and personal development, and to connect in fellowship, share information, build knowledge and best practices, and learn from one another. NCACC convenings are essential forums to consider, explore and share the viewpoints, lessons learned and experiences of North Carolina's county officials, as well as other intergovernmental, private, nonprofit, and philanthropic sector partners, in an orderly, respectful, and fair manner.

This Event Code of Conduct is important for promoting and creating an inclusive, supportive, and collaborative environment for all participants at NCACC events. To that end, NCACC is dedicated to ensuring that our events and gatherings are an inclusive, respectful, productive, and harassment-free experience for all. All event participants – including NCACC staff, attendees, speakers, volunteers, exhibitors, event staff, members of the media, vendors, and service providers (hereinafter "participants") – are expected to abide by this Event Code of Conduct. This Event Code of Conduct applies to all participants for all NCACC events, meetings, and activities in any venue associated with the primary event, including official and ancillary events, and online events, forums and discussions.

Expected Behavior

- Treat all participants with kindness, respect, and consideration, valuing a diversity of respectful and considerate views and opinions (including those you may not share).
- Communicate openly, with respect for other participants, critiquing ideas rather than individuals.
- Refrain from demeaning, discriminatory, or harassing behavior and speech directed toward other participants.
- Be mindful of your surroundings and of your fellow participants. Alert NCACC staff if you notice a dangerous situation or someone in distress.
- Respect the rules and policies of all event or meeting venues and spaces.

Unacceptable Behavior

- Harassment, intimidation, coercion, violence, threats of violence or discrimination in any form will not be tolerated.
- Examples of unacceptable behavior include:
 - Physical or verbal abuse of any participant
 - Lewd or obscene language or gestures
 - Slurs, insults, or name calling of any kind
 - Derogatory jokes
 - Inappropriate or unwanted physical contact
 - Unwanted sexual attention



- Use of sexual or discriminatory images in public spaces or in presentations
- Intimidation or stalking
- Disruption of talks, presentations, speakers, breakout sessions, concurrent sessions, or other events or meetings
- Bullying behavior
- Retaliation for reporting unacceptable behavior
- Noncompliance with federal, state, local and event venue laws, ordinances, rules, and postings.
- Any other illegal or unruly activity not explicitly covered above.

NCACC reserves the right in its sole discretion to determine what constitutes unacceptable behavior and what actions it will take to address incidents that occur. During events, NCACC, in its sole discretion, has the right to take any action deemed necessary and appropriate, to protect NCACC and event participants, including an offending participant's immediate removal from the event without warning or refund, in response to any incident of alleged unacceptable behavior. NCACC may investigate complaints, as described below, after the event concludes.

Immediate Serious Threat to Public Safety

Anyone experiencing or witnessing behavior that constitutes an immediate or serious threat to public safety should immediately contact local law enforcement (by calling 911) and notify facility security.

Reporting Unacceptable Behavior

- If you are not in immediate danger but feel that you are the subject of unacceptable behavior, have witnessed unacceptable behavior, or have other concerns with participants' adherence to this Code of Conduct, please notify NCACC leadership to resolve the situation. NCACC leadership includes, but is not limited to, NCACC Executive Director, Deputy Director, General Counsel, Chief Operations Officer, and Director of County Risk Group. All reports will be treated seriously and responded to promptly.
- In addition to notifying someone in person, you can also report an incident via email to NCACC email conduct@ncacc.org.
- Notification of NCACC or NCACC staff of any alleged violation of this Code of Conduct does not constitute or replace notification to local law enforcement.

NCACC reserves the right, in its exclusive and sole discretion, to take any actions deemed necessary and appropriate, including immediate removal from the event without warning or refund, in response to any incident of alleged unacceptable behavior. Participants are expected to comply with any request or corrective action required by NCACC to cease unacceptable behavior including immediate removal from event, ancillary events, or venue or property associated with the event. This Code of Conduct provides general guidelines and cannot cover every possible type of unacceptable behavior. NCACC reserves the right to apply corrective action to instances other than the specific examples noted above. NCACC reserves the right to prohibit attendance at any future NCACC event. NCACC also reserves the right to obtain information through a fair and



balanced investigation process regarding any reported incidents and take any action deemed necessary and appropriate to address the situation.

As part of the registration process for NCACC convenings and events, participants will be asked to acknowledge that they accept and understand the provisions of this Event Code of Conduct.

For any questions about this policy, please send an email to conduct@ncacc.org.