



Anti-Nepotism Policy

The employment, either directly or through a contractual relationship, of persons related to one another can cause various problems including but not limited to charges of favoritism, conflicts of interest, family discord and scheduling conflicts that may work to the disadvantage of both the Partnership and its mission. It is the goal of the Partnership to avoid creating or maintaining circumstances in which the appearance or possibility of favoritism, conflicts or management disruptions exist.

For the purposes of this policy the term “relative” shall include the following relationships: relationships established by blood, marriage or legal action. Examples include the employee’s: spouse, mother, father, son, daughter, sister, brother, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, stepparent, stepchild, aunt, uncle, nephew, niece, grandparent, grandson or cousin. The term also includes domestic partners (a person with whom the employee’s life is interdependent and who shares a common residence) and, a daughter or son of an employee’s domestic partner.

The Partnership may allow existing personal relationships to be maintained or employ or contract with individuals with personal relationships to current employees or contractors under the following circumstances: • Individuals may not work under the supervision of the same manager; • They may not create a supervisor/subordinate relationship with a family member; • They may not supervise or evaluate a family member; • The relationship will not create an adverse impact on work productivity or performance; • The relationship may not create an actual or perceived conflict-of-interest; • They may not audit or review in any manner the individual’s work. • They may not be engaged if a member of their immediate family (spouse, children, parents, grandparents, brothers, sisters, step family members, in-law family members) serves on the agency’s Board or any

Vision: Livingston County residents will be the healthiest in New York State.

Mission: To improve the health and wellbeing of the Livingston County community through collaboration, education, and prevention.

Committee which has authority to review or order personnel actions or wage and salary adjustments which could affect his/her job. No personal employee\contractor relationship covered by this policy will be allowed to be maintained, regardless of the positions involved, if it creates a disruption or potential disruption in the work environment, creates an actual or perceived conflict of interest or is prohibited by any legal or regulatory mandate.

This policy must be considered when hiring, promoting or transferring any individual. Should relationships addressed within this policy be identified with either candidates for employment or, currently engaged persons the matter should be immediately reported to the President of the Board of Directors and the following policies and procedures will be followed: • A determination will be made whether the relationship is subject to the agency's Nepotism policy based on the conditions described above. • If the relationship is determined to fall within one or more of the conditions described in this policy the President of the Board, in consultation with the affected persons will attempt will to resolve the situation through the transfer of one of the parties or identifying some other action (e.g., Supervisory reassignment) which will correct the conflict or issue identified. If accommodations are not feasible then, President in consultation with the Board of Directors shall determine which employee must resign in order to resolve the situation.

The Partnership reserves the right to exercise appropriate managerial judgment to take such actions as may be necessary to achieve this intent of this policy. The Partnership reserves the right to vary from the guidelines outlined in this policy to address unusual circumstances on a case by case basis. Persons who fail to disclose personal relationships covered by this policy will be subject to disciplinary action up to and including termination.

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