



Code of Conduct for KACM Sponsored Events

The Kansas Association of City/County Management (KACM) values the diversity of views, expertise, opinions, backgrounds, and experiences reflected among KACM members, and is committed to providing a safe, productive, and welcoming environment for all participants of KACM meetings and events. This Code of Conduct is important to promoting diversity and creating an inclusive, supportive, and collaborative environment for all people. The ICMA Code of Ethics was adopted by KACM in 1977 and is the standard for ethical behavior in our organization. This Code of Conduct for events is a supplement to the ICMA Code of Ethics.

All KACM meetings and events participants – including, but not limited to, attendees, speakers, volunteers, exhibitors, KACM staff, members of the media, vendors, and service providers (hereinafter “participants”) – are expected to abide by this KACM Code of Conduct for KACM Events. This Code of Conduct applies in all venues, including ancillary events and social gatherings, on-line forums and discussions associated with KACM.

Expected Behavior

- Treat all participants with kindness, respect, and consideration, valuing a diversity of 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 KACM staff if you notice a dangerous situation or someone in distress.
- Respect the rules and policies of the meeting venue, hotels, KACM-contracted facility, or any other venue, including use of any digital platform for KACM conferences, events, or meetings.

Unacceptable Behavior

Participants should treat people fairly, with dignity and respect and should not engage in, or condone bullying behavior, harassment, sexual harassment, or discrimination on the basis of race, religion, national origin, age, disability, gender, gender identity, or sexual orientation. Examples of unacceptable behavior include, but are not limited to:

- Physical or verbal abuse of any participant

- Unwelcome or offensive verbal comments or exclusionary behavior related to age, appearance or body size, employment or military status, ethnicity, gender identity and expression, individual lifestyle, marital status, national origin, physical or cognitive ability, political affiliation, sexual orientation, race, or religion or any other status that is protected by law
- Inappropriate physical contact
- Unwanted sexual attention
- Use of sexual or discriminatory images in public, in digital spaces or in presentations
- Deliberate intimidation, stalking, or following
- Harassing photography or recording
- Sustained disruption of talks or other events
- Bullying behavior
- Retaliation for reporting unacceptable behavior

Reporting Unacceptable Behavior

If you are not in immediate danger but feel that you are the subject of unacceptable behavior, have witnessed any such behavior, or have other concerns, please notify an KACM executive board member as soon as possible and he/she will work with other appropriate KACM leadership and the League of Kansas Municipalities' KACM liaison to resolve the situation. All reports will be treated seriously and responded to promptly.

If an executive board member is the subject of an accusation, that member will remove themselves from any discussions of the accusation by the board.

Confidentiality will be maintained to the extent that it does not compromise the rights of others.

Consequences

Anyone requested to stop unacceptable behavior is expected to comply immediately.

KACM staff (or their designee) or security may take any immediate action deemed necessary and appropriate. Anyone violating these rules will be subject to any of the following actions: removal from the meeting or digital event without warning or refund, barred from attending future KACM events, membership sanction, or behavior reported to the member's employer.