

# **Rochester Hills – Oakland – Rochester Older Persons’ Commission**

## **CODE OF CONDUCT POLICY**

The Older Persons’ Commission is committed to providing a safe and enjoyable environment for all members and guests while participating in programs and services at the Center. We expect all members, guests, contractors and staff to behave in a mature and responsible way and to respect the rights and dignity of others. Prohibited actions include, but are not limited to:

1. Inappropriate or disruptive behavior or language that disturbs other participants and staff.
2. Harassment of participants or staff based on race, color, ethnicity, religion, gender, sexual orientation, age, or disability.
3. Failure to maintain personal cleanliness, hygiene and appropriate attire (e.g., body odor, infested clothing, etc.)
4. Inability to function independently while partaking in Center activities. Individuals needing assistance (e.g., memory impairment, incontinence, wheelchair bound, etc.) may conditionally participate in Center activities with the aid of a self-provided care attendant.
5. Unwanted physical contact with another person, including, but not limited to, physical contact with another person in an angry or threatening way.
6. Bullying, which includes unwarranted criticism, faultfinding, exclusion or other behavior which may intimidate, offend, degrade, threaten or humiliate members or staff.
7. Loitering, lounging on the furniture or sleeping within the building for long periods of time.
8. Using or possessing an alcoholic beverage and/or illegal drugs or controlled substances on OPC property, except that use of alcohol is not prohibited in connection with Governing Board approved events where alcohol is served by the OPC.
9. Smoking, including vaping and the use of electronic cigarettes, is prohibited inside the facility. Smoking of tobacco, e-cigarettes or other products that produce a vapor or smoke, are allowed only in designated smoking areas outside the facility.
10. Theft, vandalism and/or misuse of Senior Center property or personal property located at the Center or behavior that results in the destruction of property.
11. Any other conduct of an inappropriate, threatening, or offensive nature.
12. Unapproved solicitation, campaigning, distribution of literature, offering items for sale, circulation of a petition or survey, videotaping or photographing. Any of these activities require advance authorization from the Executive Director or her designee.
13. No outside vendors or contractors are permitted on the premises without prior authorization by the Executive Director. Members are not allowed to facilitate vendor or contractor entry onto the premises.
14. Members and guests shall not bring pets or animals into the OPC, other than service dogs or service horses, as defined by the American with Disabilities Act, that are trained to perform tasks or do work for the benefit of a person with a disability. Therapy dogs used to support OPC programming are allowed with administration prior approval.

15. Disregarding posted rules, signs, and staff direction including social distancing, directional signage as well as required use of personal protective equipment.

Code of Conduct Violations, which are identified by OPC staff or members, will be promptly investigated and may result in (a) verbal or written reprimand; (b) temporary or permanent loss of Center privileges; or (c) such other steps deemed necessary by the OPC Governing Board.

OPC has implemented enhanced cleaning and sanitizing procedures of the facility and equipment, but cannot guarantee anyone's protection from contagious and infectious illnesses. For this reason, all staff and visitors shall be required to strictly observe social distancing requirements, and by entering visitors knowingly assume any and all risk of contracting any communicable illness while on the premise.

I agree that the Older Persons' Commission Governing Board or its agent, in its sole discretion, may revoke my membership in the Older Persons' Commission Senior Activity Center, for my failure to abide by any rule, regulation or reasonable OPC staff direction.

By signing this document, I acknowledge that I have read this document in its entirety, I understand it, and I sign it voluntarily as my own free act and deed.

Name (PRINT): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_