

## Conference Code of Conduct

Michigan Community Action (MCA) is dedicated to providing a safe and harassment-free experience for participants at all of our events, whether they are held in person or virtually. This conference is intended for professional networking, collaboration and to encourage the open exchange of ideas and expression in an environment that recognizes the inherent worth of every person and group. While at the MCA Summer Conference, in-person or virtual, any participants, including speakers, attendees, volunteers, sponsors, exhibitors, and anyone else, should not engage in harassment in any form.

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### Expected Behavior

- Be present and participate actively.
- Be mindful of your surroundings and of your fellow participants.
- Act with respect towards everyone you encounter, including event and venue staff.
- Exercise consideration in your speech and actions.

### Unacceptable Behavior

Harassment, bullying, microaggressions, intimidation, and/or insinuations that are hurtful or interfere with any other attendee's experience or participation are unacceptable behaviors. Examples of unacceptable behavior include but are not limited to the following:

- Demeaning, discriminatory or harassing behavior or speech, including but not limited to personal insults, sexist, racist, homophobic, transphobic, ageist, or ableist language.
- Unwelcome sexual attention, including sexualized comments or jokes, inappropriate touching, groping, or sexual advances.
- Language that implies exclusion or derogation of a person on the basis of the person's immutable characteristic, i.e., asking a participant where they are "really from" or deliberately misgendering or using the wrong pronoun to refer to an individual.
- Deliberate intimidation, stalking or following.
- Violence, threats of violence, or violent language directed against another person or group.
- Possession of dangerous or unauthorized materials such as firearms, weapons, or similar items.
- Theft or inappropriate removal or possession of property.

## Health and Safety Code of Conduct

Given the responsibility of a safe in-person event is equally shared among event organizers, event vendors, event sponsors, and event attendees, MCA has developed a Health and Safety Code of Conduct, which all participants need to abide by.

### Before Leaving Home:

- Follow relevant guidance provided by your local health department, MDHHS, or the CDC, including guidelines pertaining to travel in the region you are traveling from.
- Evaluate your own health and the health of people you are in close contact with.
- Stay home if you are sick.

### During the Event:

- Abide by the venue and organizers safety protocols, including masking, providing proof of a vaccination or negative COVID-19 test, and social distancing. MCA will monitor current conditions to determine the level of risk and the safety protocols needed to prevent the spread of COVID-19. Participants will receive communication before the event about the protocols that will be necessary for a safe conference environment.
- Seek medical advice if you are feeling unwell or are experiencing flu-like symptoms, as well as notifying event organizers.

### Consequences of Unacceptable Behavior

Unacceptable behavior will not be tolerated by other participants, speakers, volunteers, MCA staff, venue staff, sponsors, or exhibitors. Anyone asked to stop unacceptable behavior, including being negligent or unwilling to follow COVID-19 safety protocols, is expected to comply immediately. If a participant engages in unacceptable behavior, the MCA staff may take any action that they deem appropriate, up to and including removing the participant from the event without refund.

### What to Do if You Witness or are Subject to Unacceptable Behavior

If you are subjected to unacceptable behavior, notice that someone else is being subjected to unacceptable behavior, or have other concerns, please notify an MCA staff member as soon as possible. All reports will remain completely confidential.

*By registering for this conference you are agreeing to abide by this code of conduct.*