



EEO STATEMENT of POLICY

The Luzerne County Transportation Authority (“the LCTA” or “the Authority”) has a strong commitment to the community we serve and our employees. As an equal opportunity employer, we strive to have a workforce that reflects the community we serve. No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation, and pregnancy), age, genetic information, disability, veteran status, or other protected class. Through assignment in its contracts, the LCTA shall require that all contractors performing business with the Authority demonstrate a similar commitment to Equal Employment Opportunity.

The LCTA’s Equal Employment Opportunity (EEO) policy applies to all employment actions, including but not limited to:

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| Recruitment & Hiring | Compensation/Rates of Pay |
| Selection Process | Training/Career Development |
| Promotion/Demotion | Benefits |
| Discipline/Termination | Union Relations |
| Transfers/Reassignments | Recalls |
| Layoffs/Reduction in Force | Other terms and conditions of employment |

All applicants and employees have the right to file complaints alleging discrimination with the LCTA’s EEO Officer. Retaliation against an individual who files a charge or complaint of discrimination, participates in an employment discrimination proceeding (such as an investigation or lawsuit), or otherwise engages in protected activity is strictly prohibited and will not be tolerated. All complaints shall remain confidential.

The LCTA is committed to providing reasonable accommodations to applicants and employees who need them because of a disability or to practice or observe their religion, absent undue hardship.

As the Interim LCTA Executive Director, I maintain overall responsibility and accountability for the Authority’s compliance with its EEO Policy and Program. To ensure day-to-day management, including program preparation, monitoring, and complaint investigation, I have appointed Joe Roselle, Director of Administrative Services & IT, as the LCTA’s EEO Officer. Joe Roselle will report directly to me and acts with my authority with all levels of management, labor unions, and employees. The LCTA EEO Officer can be contacted via phone at 570-287-2148, or by writing: LCTA c/o EEO Officer, 315 Northampton St., Kingston, PA 18704.

All LCTA executives, management, supervisory personnel, and officials share in the responsibility for implementing and monitoring the Authority’s EEO Policy and Program within their respective areas and will be assigned specific tasks to ensure compliance is achieved. The LCTA will evaluate the managerial and supervisory staff performance based on their successful implementation of the LCTA’s policies and procedures, in the same way the LCTA assesses their performance regarding other agency goals.

The LCTA is committed to undertaking and developing a written nondiscrimination program that sets forth the policies, practices and procedures, with goals and timetables, to which the Authority is committed and make the EEO Program available for inspection by any employee or applicant for employment upon request. This policy will be updated at least once every 4 years as cited in FTA Circular 4704.1A

In addition to the LCTA EEO Officer, I am personally committed to a workplace that acts upon its daily responsibility to treat all applicants and employees with dignity and respect, as well as equitably under the guidelines of our EEO Policy and Program.

Lee Horton

3/1/2020

Lee Horton
Interim Executive Director

Joe Roselle

3/1/2020

Joe Roselle
EEO Program Officer