

5.03 WORKPLACE VIOLENCE

A. Purpose

The Board of Stark County Commissioners are committed to providing a safe and secure work environment for all employees and visitors. To that end, the Board has outlined behavioral expectations of employees, as well as provide guidance to employees in determining, responding, and reporting prohibited behavior.

B. Expectation of Behavior and Conduct

All employees, customers, vendors and business associates must be treated with courtesy and respect at all times. Acts of violence, or conduct that threatens, intimidates or coerces another employee, customer, vendor or business associate, will not be tolerated. County resources may not be used to threaten, stalk or harass anyone inside or outside of the workplace.

C. Prohibited Behavior and Reporting

1. Prohibited Behavior

The following list, while not exhaustive, offers examples of prohibited behaviors:

- a. causing physical injury to another person;
- b. making threatening remarks;
- c. aggressive or irrational behavior that creates reasonable fear of injury to another person, or subjects others to emotional distress; and
- d. intentionally damaging County property or facilities, or the property of other County employees.

2. Reporting

Direct or indirect threats of violence, incidents of actual violence and suspicious individuals or activities should be reported as soon as possible to a supervisor, security personnel, the Department of Human Resources or any member of the County's senior management. When reporting a threat or incident of violence, the employee should be as specific and detailed as possible. Employees should not place themselves in peril, nor should they attempt to intercede during an incident. The identity of the individual making a report will be protected as much as possible.

D. Weapons in the Workplace

1. Prohibition

Employees are prohibited from the carrying or possession of firearms, explosives or deadly weapons on County property at any time without proper authorization except as otherwise provided in this policy.

2. Deadly Weapons

Deadly weapons are defined as any instrument, device or thing capable of inflicting death, and designed or specially adapted for use as a weapon. Examples include, but are not limited to: firearms (guns), explosives, ballistic knives (switchblades, butterfly, daggers, etc.).



3. Exceptions

- a. **Parking Areas**—This policy does not prohibit the lawful possession or carrying of a concealed weapon in private vehicles in a County parking area ***excluding the garage located in the County Office Building, or any other courthouse,*** provided the owner has obtained the appropriate permit(s) required, under law, and stores the weapon in their own locked vehicle, either in a locked glove compartment (or other locked compartment), in the trunk, or locked inside a gun case.
- b. Any persons exempt pursuant to [ORC 2923.123](#).

