

ST. LAWRENCE COUNTY
WORKFORCE DEVELOPMENT BOARD

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**WORKFORCE INNOVATION AND
OPPORTUNITY ACT**

THE HATCH ACT

Adopted by the St. Lawrence County Workforce Development Board: September 9, 2015

September 9, 2015
ST. LAWRENCE COUNTY WORKFORCE DEVELOPMENT BOARD
Resolution No. 15-I09-15

AUTHORIZING THE ACCEPTANCE AND ADOPTION OF BYLAWS, POLICIES AND PROCEDURES, CONTRACTS AND LEASES/SUBLEASES, ADOPTED BUDGETS AND OTHER FINANCIAL RESPONSIBILITIES, TOGETHER WITH ALL OTHER CONTINUING RESPONSIBILITIES AND POWERS, FROM THE ST. LAWRENCE COUNTY WORKFORCE INVESTMENT BOARD

WHEREAS, coming into compliance with the Workforce Innovation and Opportunity Act of 2014 (WIOA) requires that Workforce Investment Boards become Workforce Development Boards; and

WHEREAS, WIOA has mandated several other changes in the organization of Workforce Investment Boards; and

WHEREAS, the St. Lawrence County Workforce Investment Board took actions at its June 10, 2015 meeting to initiate all these changes and to transfer its WIOA-compliant operations to the St. Lawrence County Workforce Development Board (WDB); and

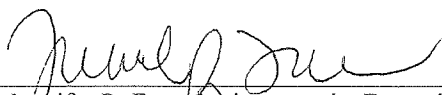
WHEREAS, at its August 3, 2015 meeting the St. Lawrence County Board of Legislators (BOL) took official action to replace the temporary WDB it had appointed at its July 7, 2015 meeting with membership that was fully compliant with WIOA requirements; and

WHEREAS, both the County BOL and the WDB recognize that the WDB is and should be the successor in due course to the WIB;

WHEREAS, now that a WIOA-compliant WDB is in place, it is appropriate and prudent for the WDB to officially accept and adopt the bylaws and all the policies and procedures, contracts and leases/subleases, and adopted budgets and other financial responsibilities, together with all other continuing responsibilities and powers, from the WIB; and

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Workforce Development Board does hereby officially accept and adopt the bylaws and all the policies and procedures, contracts and leases/subleases, and adopted budgets and other financial responsibilities, together with all other continuing responsibilities and powers, from the St. Lawrence County Workforce Investment Board effective on July 1, 2015 and authorizes, empowers, and directs its staff to continue to operate the workforce development system in St. Lawrence County according to the precedents established prior to July 1, 2015 when and as appropriate and consistent with WIOA.

I, Jennifer R. Free, Assistant to the Executive Director of the St. Lawrence County Workforce Development Board, DO HEREBY CERTIFY, that I have compared this copy of this Resolution, adopted September 9, 2015; with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.



Jennifer R. Free, Assistant to the Executive Director
St. Lawrence County Workforce Development Board
September 9, 2015

THE HATCH ACT

The Hatch Act: Its Importance to State and Local Government Employees:

In 1939, Congress approved landmark legislation known as the Hatch Act which limits the political activities of federal employees, employees of the District of Columbia government, and certain employees of state and local governments. With the enactment of the Hatch Act, regulations governing the political activities of these employees were written into the United States Code for the first time.

In passing the Hatch Act, Congress determined that partisan political activity by federal employees, employees of the District of Columbia government, and certain employees of state and local governments must be limited for public institutions to function fairly and effectively. Through the years, various challenges to the Hatch Act have only reaffirmed this basic premise.

Who Is Covered? The Hatch Act restricts the political activity of an individual principally employed by a state or local executive agency in connection with a program financed in whole or in part by federal loans or grants. The following list offers examples of the types of programs which frequently receive financial assistance from the federal government: public health, public welfare, housing, urban renewal and area redevelopment, employment security, labor and industry training, public works, conservation, agricultural, civil defense, transportation, anti-poverty, and law enforcement programs. Usually, employment with a state or local agency constitutes the principal employment of the employee in question. When an employee holds two or more jobs, principal employment is generally deemed to be that job which accounts for the most work time and the more earned income.

As a final note, state and local employees subject to political activity laws continue to be covered while on annual leave, sickleave, leave without pay, administrative leave or furlough.

Hatch Act provisions do not apply to:

- 1) Individuals who exercise no functions in connection with federally financed activities; or
- 2) Individuals employed by educational or research institutions, establishments, or agencies which are supported in whole or in part by state or political subdivisions thereof, or by recognized religious, philanthropic or cultural organizations.

The law also exempts certain specified employees from the prohibition on candidacy for elective office. These exemptions include:

- 1) The governor or lieutenant governor of a state, or an individual authorized by law to act as governor;
- 2) The mayor of a city;
- 3) A duly elected head of an executive department of a state or municipality who is not classified under a state or municipal merit or civil service system; and
- 4) An individual holding public elective office. The latter exemption applies only when the elective office is the position which would otherwise subject the employee to the restrictions of the Hatch Act.

Political Do's and Don't's For State and Local Employees: An individual principally employed by a state or local executive agency in connection with a program financed in whole or in part by federal loans or grants.....

- ...May be a candidate for public office in a nonpartisan election
- ...May campaign for and hold elective office in political clubs and organizations
- ...May actively campaign for candidates for public office in partisan and nonpartisan elections
- ...May contribute money to political organizations or attend political fundraising functions

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- ...May participate in any activity not specifically prohibited by law or regulation
- ...May not be a candidate for public office in a partisan election
- ...May not use official authority or influence for the purpose of interfering with or affecting the results of an election or nomination for office
- ...May not directly or indirectly coerce contributions from subordinates in support of a political party or candidate

An election is partisan if any candidate for an elective public office is running as a representative of a political party whose presidential candidate received electoral votes at the preceding presidential election.

CAUTION: An employee's conduct is also subject to the laws of the state and the regulations of the employing agency. Prohibitions of the Hatch Act are not affected by state or local laws.

The Office of the Special Counsel: The Office of the Special Counsel is responsible for investigating reports or complaints of Hatch Act violations by covered employees of state and local governments.

If an investigation indicates a violation of the law, a written complaint for disciplinary action may be filed with the U.S. Merit Systems Protection Board (MSPB). A copy of the complaint is served on the offending employee. Full opportunity is provided to contest the charges, including a right to a hearing before the MSPB. The employee may be represented by counsel at all stages of the proceedings.

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After consideration of the entire record, MSPB will notify the employee and the employing agency of its decision. If the MSPB finds the offense warrants dismissal from employment, the employing agency must either: (1) dismiss the employee, or (2) forfeit a portion of the federal assistance equal to two years' salary of the employee. If the MSPB finds the violation does not warrant the employee's discharge, no penalty at all is imposed.

This is intended to be simply a summary of the laws, regulations and policies governing the political activities of certain employees of state and local governments. Its intent is to provide a basic overview of permissible and prohibited political activities. Employees should not rely on the opinions of friends or co-workers when they have questions with regard to a specific political activity. Ignorance of the law does not excuse an employee's violation of the Hatch Act. Reliance on incorrect or unofficial information also does not excuse a violation. Employees with additional questions may review a handbook on this subject which is available in each department and the Personnel Office. Or they may obtain an advisory opinion by telephoning the Office of the Special Counsel or by submitting their questions, in writing, to the following address: Office of the Special Counsel, U.S. Merit Systems Protection Board, 1120 Vermont Ave., N.W. Washington, D.C. 20419 (telephone 202-653-7188).

POLITICAL ACTIVITY AND THE STATE AND LOCAL EMPLOYEE

BY

THE U.S. OFFICE OF SPECIAL COUNSEL

The Hatch Act restricts the political activity of individuals principally employed by state, county or municipal executive agencies who work in connection with programs financed in whole or in part by federal loans or grants. An officer or employee of a state or local agency is covered by the Hatch Act, if he or she has duties in connection with an activity financed in whole or in part by federal funds. These state and local employees:

may be candidates for public office in nonpartisan elections, *i.e.*, an election where no candidates are running with party affiliation.

EXAMPLE: An employee may run for the school board in Washington D.C., as long as the school board elections in Washington D.C. remain nonpartisan.

may hold elective office in political parties, clubs and organizations.

EXAMPLE: An employee may serve as the vice president of the local Democratic or Republican party.

may be appointed to fill a vacancy for an elective office.

EXAMPLE: An employee may be appointed to finish the unexpired term of an elected officeholder. The employee may not run for reelection if the election is partisan.

may actively campaign for candidates for public office in partisan and nonpartisan elections.

EXAMPLE: An employee may campaign for candidates by making speeches, writing letters, working at the polls on election day and organizing political rallies and meetings.

may contribute money to political organizations.

EXAMPLE: An employee may make a monetary contribution to any candidate, political party, club or organization.

may attend and give a speech at a political fundraiser, rally or meeting.

EXAMPLE: An employee may attend and give a speech or keynote address at a political fundraiser.

**There continue to be important restrictions on employees' political activity.
State and local employees:**

may not be candidates for public office in partisan elections.

EXAMPLE: An employee may not run for office in an election where any of the candidates are running as representatives of a political party, e.g., the Democratic or Republican party.

may not use official authority or influence for the purpose of interfering with or affecting the result of an election or nomination for office.

EXAMPLE: A supervisor should not ask a subordinate employee to volunteer for a political party.

may not directly or indirectly coerce contributions from other state or local employees.

EXAMPLE: A supervisor should not advise employees that they may purchase tickets to a fundraising event.

may not orchestrate a "write-in" candidacy during a partisan election.

EXAMPLE: An employee may not solicit voters to write his name on the ballot on election day.

CAUTION: An employee's conduct is also subject to the laws of the state and regulations of the employing agency. State or local laws do not affect the prohibitions of the Hatch Act.

State and Local Employees Who Are Not Covered By The Hatch Act:

Individuals who have no duties in connection with federally funded activities and individuals employed by publicly financed educational or research institutions, including state university systems and local public school systems are not covered by the Hatch Act.

Application of the Hatch Act to employees of private nonprofit organizations:

The Hatch Act applies to employees of private non-profit organizations only if the statute through which the organization derives its federal funding contains a provision, which states that recipient organizations shall be deemed to be state or local government agencies for purposes of the Hatch Act.

The U.S. Office of Special Counsel and the Hatch Act:

The U.S. Office of Special Counsel (OSC) is authorized by law to provide Hatch Act advisory opinions. Employees and members of the public are encouraged to write to OSC with specific questions that address permitted and prohibited activities under the Hatch Act.

OSC is also responsible for enforcing the Hatch Act. OSC receives complaints alleging Hatch Act violations, investigates the complaints and where warranted, prosecutes cases before the Merit Systems Protection Board.

Penalties:

If the Merit Systems Protection Board finds that the offense warrants dismissal from employment, the employing agency must either:

- (1) dismiss the employee or
- (2) forfeit a portion of the federal assistance equal to two years salary of the employee.

How to file a Hatch Act Complaint:

Individuals may report suspected violations of the Hatch Act to OSC. Complaints should be submitted in writing to:



HATCH ACT UNIT
U.S. Office of Special Counsel
1730 M Street, NW (Suite 201)
Washington, DC 20036-4505
Tel: (800) 85-HATCH (800-854-2824)
(202) 653-7143
Fax: (202) 653-5151

E-mail: hatchact@osc.gov
Web site: <http://www.osc.gov>



Rules on Political Activity

Under the law, State and Local Employees in Federally Aided Programs may not:

- (1) use their official authority or influence for the purpose of interfering with or affecting the results of an election or a nomination for office;
- (2) directly or indirectly coerce, attempt to coerce, command or advise State or local officer or employee to pay, lend, or contribute anything of value to a party, committee, organization, agency, or person for partisan political purposes; or
- (3) be a candidate for public office in a partisan election.

Caution: Activity permitted by Federal law may be restricted or prohibited by State or local law or regulation.

For additional information write:

**U.S. OFFICE OF SPECIAL COUNSEL
1730 M STREET, N.W., SUITE 201
WASHINGTON, DC 20036-4505**

PHONE: (202) 653-7143* TOLL FREE: 1-800-854-2824*

***Hearing and Speech Disabled: Federal Relay Service 1-800-877-8339**

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