



OFFICE OF THE MAYOR  
**City of Middletown**  
CONNECTICUT 06457

Gene P. Nocera, PhD  
MAYOR

**EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION  
POLICY STATEMENT**

**PURPOSE:**

The City of Middletown is an Affirmative Action/Equal Employment Opportunity Employer that is strongly committed to ensuring that no persons are discriminated against or excluded from participation, advancement, or other privileges of employment due to age, alienage, ancestry, color, disability (past and present intellectual, mental, learning, and physical disabilities, including, but not limited to, blindness, deafness, mobility impairments, and use of a guide dog or guide dog in training), gender identity or expression, genetic information, marital status, national origin, race, religious creed, sex (including pregnancy, childbirth and related conditions, accommodations for pregnancy, breastfeeding, and sexual harassment in accordance with §46a-60(a), (b)(7), (d) (1), 46a-80(b), or 46a-81c of the Connecticut General Statutes, sexual orientation, status as a veteran, status as a victim of domestic violence, criminal conviction, erased criminal history, and retaliation for protected activity (including filing with CHRO). This provision is limited to the extent there is a bona fide occupational qualification or a superseding federal or state law. In addition, the Connecticut Fair Employment Practices Act, Connecticut General Statutes §46a-51 et seq., (CFEPA) as amended in 2022, not only prohibits discrimination based on actual physical disability, but also applies to discrimination based on perceived physical disability.

It is the policy and practice of the City of Middletown to ensure that no person will be discriminated against or be denied the benefits of any activity, program, or employment process in the areas of recruiting, advertising, hiring, reclassifying, promoting, transferring, demoting, layoffs, terminations, rehiring, rates of pay, benefits, discipline, and service. It has been the policy and will continue to be the strong commitment of the City of Middletown and all contractors and subcontractors who do business with the City to provide equal opportunities in employment to all qualified persons solely on the basis of job-related skills, ability, and merit.

**DEFINITIONS:**

**“Equal Employment Opportunity”** is the right of all persons to work and to advance on the basis of merit, ability, and potential. Equal Employment Opportunity is the purpose and goal of Affirmative Action under 46a-68-75 through 46a-68-114 of the regulations of Connecticut General Statutes, and of applicable federal legislation.

**“Affirmative Action”** is a program of positive action undertaken to achieve full and fair participation of protected groups within the City’s workforce. There is a difference between affirmative action and equal opportunity employment. “Affirmative Action” is the positive action taken with conviction and effort, to overcome the present effects of past practices, policies, and barriers to equal employment opportunity and to achieve the full and fair participation of any protected group found to be underutilized in the workforce and affected by policies or practices having an adverse impact upon their ability to participate fully in all activities connected to employment, promotion, training, transfer, and career advancement or other privileges of employment. In addition, the City of Middletown recognizes the difficulties experienced by persons with disabilities and by many older persons and will take appropriate action to provide equal employment opportunity.

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For the City of Middletown, Affirmative Action plays a crucial role at all stages of the employment process. Our commitment to Affirmative Action requires that we make the good faith efforts that may be necessary in all aspects to ensure that the recruitment and hiring of underrepresented individuals reflect their availability in the job market, that the causes of underutilization are identified and eliminated, and that the terms, conditions, and privileges of employment are equitably administered.

## **DIVERSITY**

The City of Middletown honors the richness that diversity brings, including the creativity and cultural exchange that different vantage points afford its colleague and constituents. Diversity is a concept by which value is placed on the difference of the people who make up our workforce. These differences include both primary dimensions (e.g. race, gender, age, religious creed, marital status, national origin, gender identity, sexual orientation, etc.), and secondary dimensions (e.g. geographic location, socioeconomic conditions, work background, etc.), which are characteristics of groups of people within an organization.

As our workforce becomes more diverse, we are both challenged by and have the opportunity to find ways of enabling people of many different backgrounds to provide valuable contributions to the City of Middletown. It is not enough to simply increase diversity in the workplace; we must learn to respect and appreciate people from diverse backgrounds. When individuals communicate and work effectively with each other, affirmative action and the diversity within our workforce will mutually support an equal opportunity environment.

## **INTERNAL COMPLAINT PROCEDURES:**

If an employee believes that he or she has been discriminated against in any aspect of the City of Middletown employment process or practice, he or she should contact Ms. Faith M. Jackson, Director of Equal Opportunity and Diversity Management and Affirmative Action Officer, who administers the City of Middletown affirmative action programs, monitors the day-to-day related decisions and activities, and is responsible for addressing complaints of discrimination. Complaints should be submitted in writing and must be signed by the employee. Reported incidents will be investigated within 90 days of filing, except that an extension beyond the 90 days may be extended by the Mayor as needed. To the extent permissible by law, any reported incidents will be kept confidential. Ms. Jackson is located at 245 deKoven Drive, Middletown, CT 06457 and can be reached at 860.638.4830. The City of Middletown will use viable affirmative action measures in all stages of the employment process as outlined in Section 46a-68-87 of the Connecticut State Regulations and the City's Affirmative Action Plan Programs in a fair and impartial manner. All department heads, supervisory personnel, and staff are directed to become familiar with and adhere to the policy. When amended, each department of the City will be provided with a copy of the City's Affirmative Action Plan and will be responsible for supporting affirmative action goals and initiatives. Any comments or questions pertaining to the policies should be referred to Ms. Jackson. As a public document, the City of Middletown Affirmative Action Plan is available for review by City employees, candidates for employment, and the general public.

## **COMMITMENT**

As Mayor of Middletown, I am personally committed to the effective implementation of the City's Affirmative Action Plan programs and initiatives and direct employees at every level to actively support the plan's policies and objectives. This policy shall be posted and distributed annually to all employees of the City of Middletown.

  
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GENE P. NOCERA, PHD, MAYOR

12/3/25  
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Date Approved