



## Medina County Policy Manual



<b>Policy: Workplace Violence</b>	<b>Section: Work Rules</b>	<b>Number: 7.090</b>
<b>Issued: 09/17/07</b>	<b>Reviewed/Revised: 4/25/17</b>	<b>Page #: 1 of 4</b>

### A. Scope & Considerations

1. Medina County will provide and maintain a safe workplace for all employees and citizens while on County property.
2. Any employee or person who threatens violence or engages in violence or who engages in intimidating behavior or harassment shall be in violation of this policy.
3. No employee or person shall use, or threaten to use, a deadly weapon in an act of violence at a County worksite or on County property, including County vehicles, unless such possession or use of a weapon is a necessary and approved requirement of the job.
4. Employees who violate this policy are subject to disciplinary action, termination and/or criminal prosecution.
5. Employees who intentionally and falsely allege a violation of this policy will also be subject to disciplinary action and possible termination.

### B. Signage

1. The following shall be posted per Ohio Revised Code 2923.1212 at the entrance of Medina County Courthouse, Medina County Sheriff's Department, Medina County Juvenile Detention Center, Medina County Job and Family Services Building and any other building as in accordance with Ohio Law. :
  - a. *"No person shall knowingly possess, have under the person's control, convey, or attempt to convey a deadly weapon or dangerous ordinance onto these premises."*
  - b. *"A valid license does not authorize the licensee to carry a weapon onto these premises."*
  - c. *"Violators will be prosecuted."*

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C. Prohibited Ordinance or Activity

1. Employees are prohibited at any time while on any property owned, leased or otherwise controlled by Medina County (henceforth known as 'the County'), or elsewhere in the course of their employment with the County, including County and personal vehicles, unless such possession, or use of a weapon, is a necessary and approved requirement of the job, from:
  - a. Possessing or discharging any deadly weapon or firearm;
  - b. Possessing or using any explosive;
  - c. Possessing, discharging or using any other dangerous ordnance comprising any automatic or sawed-off firearm, zip-gun, ballistic knife, explosive device, incendiary device, firearm muffler or silencer, or any combination of parts that is intended by the owner for use in converting any firearm or other device into a dangerous ordnance and any other substance or device now defined as a dangerous ordnance by O.R.C. 2923.11 and as later amended;
  - d. Possessing any chemical or any other dangerous substance or compound with the intent of causing injury to another.
2. Any employee or person who threatens violence or engages in violence or who engages in intimidating behavior or harassment shall be in violation of this policy.
3. Exception to policy for employees who have a Concealed Carry License.

D. Definitions

1. **Deadly weapon** includes, but is not limited to, any instrument, device, or thing capable of inflicting death, and designed or specially adapted for use as a weapon, or possessed, carried, or used as a weapon. – ORC 2923.11
2. **Firearm** includes, but is not limited to, any deadly weapon capable of expelling or propelling one or more projectiles by the action of an explosive or combustible propellant. Firearm includes an unloaded firearm, and any firearm that is inoperable but that can readily be rendered operable. – ORC 2923.11

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3. **Explosive device** includes, but is not limited to, any device designed or specially adapted to cause physical harm to persons or property by means of an explosion, and consisting of an explosive substance or agency and a means to detonate it. Explosive device includes without limitation any bomb, any explosive demolition device, any blasting cap or detonator containing an explosive charge, and any pressure vessel that has been knowingly tampered with or arranged so as to explode. – ORC 2923.11
4. **Act of Violence:** includes, but is not limited to, any physical action, whether intentional or reckless, that harms or threatens the safety of another individual in the workplace.
5. **Dangerous Ordnance:** includes, but is not limited to, any automatic or sawed-off firearm, zip-gun, ballistic knife, explosive device, incendiary device, firearm muffler or silencer, or any combination of parts that is intended by the owner for use in converting any firearm or other device into a dangerous ordnance and any other substance or device now defined as a dangerous ordnance by O.R.C. 2923.11 and as later amended.
6. **Workplace:** includes, but is not limited to, all County work areas whether owned or leased by the County, including parking lots, where County employees are engaged in County business.
7. Harassment
  - a. **Physical:** includes, but is not limited to, any physical assault including but not limited to hitting, pushing, kicking, holding, impeding or blocking the movement of another person.
  - b. **Verbal:** includes, but is not limited to, verbal threats toward persons or property; the use of vulgar or profane language towards others, disparaging or derogatory comments or slurs, offensive sexual flirtations and propositions, verbal intimidation, exaggerated criticism, and name calling.
  - c. **Visual:** includes, but is not limited to, derogatory or offensive gestures, posters, cartoons, publications or drawings.

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d. ***Threat of Violence***: includes, but is not limited to, any behavior by its nature which could be interpreted by a reasonable person as intent to cause physical harm to another individual, his immediate family, or property, or as otherwise defined by the Ohio Revised Code.

E. Discipline and Prosecution

1. Employees shall be subject to discipline, up to and including discharge, and also may be prosecuted under applicable federal or state law for the following:
  - a. Committing or participating in acts of violence while performing the duties of their position or while on County property;
  - b. Failing to report suspicious behavior or threats against the County or its employees.
  - c. Engages in intimidating behavior or harassment.
  - d. Intentionally and/or falsely alleging a violation of this policy.
2. Any non-employee who commits or participates in acts of violence or who engages in intimidating behavior or harassment against County employees while performing the duties of their position or against citizens on County property will be prosecuted under applicable federal or state.
3. Any County employee violating this policy is acting outside the course and scope of their duties. Medina County will not defend or indemnify such actions by any employee.