Stoughton Wisconsin

Equity & Inclusion Action Plan

Goal 1- Statements, resolutions and proclamations

Goal 2- Increase awareness and education

Goal 3- Provide resources

Goal 4- Review and update city policies, procedures and training

City of Stoughton
Office of the Mayor
207 S Forrest Street, Stoughton, WI 53589
(608) 873-6677 www.ci.stoughton.wi.us

Tim Swadley
Mayor

Mayors statement from the 6-9-2020 City Council meeting

Like many others, I am deeply disturbed and saddened with what has transpired in our nation in the recent days. What happened in Minneapolis and across the country is simply unacceptable. This type of behavior and discrimination is not welcome in Stoughton.

The awareness brought to our community through peaceful protesting, shared stories and the initiatives proposed by our local community members, provides us with a starting point and something we can build upon.

When our community focuses on specific goals, we achieve positive outcomes.

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Tim Swadley
Mayor

Presented to the Council on June 9th, 2020 – R-101-2020

A SPECIAL RESOLUTION condemning racial injustice & hate and to strive for racial equity. The City of Stoughton Common Council supports a public commitment to addressing the historical inequities of race, place and identity throughout our City, Dane County, State of Wisconsin and our nation.

WHEREAS, legislative reforms such as the Civil Rights Act of 1964 have been adopted banning discrimination because of a person's color, race, national origin, religion, or sex and have supported progress towards racial and social justice; and

WHEREAS, "equality" is enshrined in the founding documents of our nation as one of the highest ideals in American culture, yet race nevertheless can predict one's success on any and all such indicators in Wisconsin and around the country, where equity of opportunity and outcomes remain elusive for far too many;

WHEREAS, black and brown populations in Wisconsin are far more likely to be the victims of violent crime and are over-represented in the State's population of homeless and incarcerated persons, are more likely to live in areas without access to adequate transportation, employment, nutritious food, healthcare and pathways to home ownership;

WHEREAS, this Council reaffirms its commitment to principles of equality and freedom for all people regardless of sex, race, religion, sexual orientation, gender identity, ability, and national origin;

WHEREAS, this Council acknowledges that many of these inequities are still encoded and enforced, either implicitly or subversively, in our laws, policies, and government at every level,

WHEREAS, this Council declares racism and all systemic discrimination based on identity unjust, supports equity and equal rights for all, and affirms the City's commitment to ending disparities based on race, place, or identity.

THEREFORE be it resolved by the City of Stoughton Common Council that

1. The Community Affairs/Council Policy Committee pledges to develop strategies in working with City Leadership and members of the community to end racial disparities in Stoughton; and

2. The principles of inclusiveness and respect are values that can create a healthier and welcoming community, propagate a more productive workplace and cultivate policies and outcomes that benefit the entire City and all its citizens.

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(608) 873-6677 www.ci.stoughton.wi.us

Tim Swadley
Mayor

PROCLAMATION

WHEREAS, President Abraham Lincoln signed the Emancipation Proclamation on January 1, 1863, declaring the slaves in Confederate territory free, paving the way for the passing of the 13th Amendment which formally abolished slavery in the United States of America; and

WHEREAS, word about the signing of the Emancipation Proclamation was delayed some two and one half years, to June 19, 1865, in reaching authorities and African-Americans in the South and Southwestern United States; and

WHEREAS, June 19th has a special meaning to African-Americans, and is called "JUNETEENTH" combining the words June and Nineteenth, and has been celebrated by the African-American community for over 157 years; and

WHEREAS, we do not want to delay this declaration of freedom and justice any longer,

THEREFORE, I, Timothy Swadley, Mayor of the City of Stoughton, Wisconsin, do hereby declare June 19, 2020 as JUNETEENTH in the City of Stoughton, Wisconsin, and urge all citizens to become more aware and reflect on the significance of this celebration in African-American History and African-Americans enduring quest for freedom and justice in our nation and City.
Dated this 9th day of June 2020.

_____

Tim Swadley, Mayor
City of Stoughton

PROCLAMATION

WHEREAS, the City of Stoughton Wisconsin is committed to ensuring that we are a welcoming, inclusive, and safe community for our Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) families, friends, neighbors, and co-workers; and

WHEREAS, the month of June was designated Pride Month to commemorate the Stonewall Riots of 1969, which is one of the major events that led to the LGBTQ rights movement; and WHEREAS, our LGBTQ community members contribute to the cultural fabric of our community, giving their time, talent, labor, and financial resources to supporting Stoughton; and

WHEREAS, although substantial gains have been achieved, many LGBTQ community members face discrimination simply for being who they are and who they love; and

WHEREAS, the struggle for dignity, equality, and LGBTQ rights continues to be important and necessary;

THEREFORE, I, Timothy Swadley, Mayor of the City of Stoughton, do hereby proclaim June 2020 as Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) PRIDE MONTH in the City of Stoughton and affirm the City's support and value of our children, adults, families, and allies of the LGBTQ community.

Dated this 9h day of June 2020.

_____

Tim Swadley, Mayor
City of Stoughton

City of Stoughton, 207 S. Forrest Street, Stoughton WI 53589

RESOLUTION OF THE COMMON COUNCIL	
Resolution declaring the second Monday of October as "Indigenous Peoples' Day" in the City of Stoughton Committee Action: CACP recommended approval 5-0 on August 4, 2020 Fiscal Impact: None	
File Number: R-153-2020	**Date Introduced:** September 22, 2020

WHEREAS, Stoughton was founded in the region known to the Ho-Chunk people as Teejop, encompassing the four major lakes in what is now the Madison area,

WHEREAS, Ho-Chunk people lived, farmed, and buried their relatives all around what is now known as Lake Kegonsa, as summarized in Exhibit A of this document,

WHEREAS, thousands of miners illegally entered Ho-Chunk lands to mine lead ore as the United States expanded westward,

WHEREAS, the United States took possession of all Ho-Chunk lands south of the Wisconsin river in an 1832 treaty with the threat of military force behind it, displacing the Ho-Chunk people to a series of reservations,

WHEREAS, many Ho-Chunk people resisted several rounds of removals for decades, returning to their homeland and maintaining a constant presence to this day,

WHEREAS, Stoughton was founded in the Teejop region 15 years after this treaty,

WHEREAS, the oppression and colonization of native peoples continues in this country to this day through actions such as oil pipeline construction, uranium extraction, and refusal to honor treaties,

WHEREAS, though Stoughton does not officially observe Columbus day, this resolution was drafted in the context of a movement to replace Columbus Day nationwide, and our country's continued celebration of Columbus on this date is an act of mythmaking that celebrates a man who killed and enslaved indigenous peoples of the Caribbean, and who never reached the land that would become the United States,

WHEREAS, the City of Stoughton would like present and future generations to memorialize the profound loss indigenous peoples have experienced, to commend their resilience, and to empower them going forward,

NOW, THEREFORE BE IT RESOLVED, that the Common Council of the city of Stoughton does hereby affirm and proclaim that the second Monday of October shall be known as Indigenous Peoples' Day.

TUE, JUN 2, 2020

Community Conversation on Issues of Equity and Injustice

Mosaicos - Online Event

THU, JUL 9, 2020

Conversation - Implicit bias. Learning through shared stories

Mosaicos - Online Event

WED, AUG 5, 2020

Virtual Badger Talk from Stoughton: "The (In)equity of Voting"

Badger Talks - Online

THU, SEP 10, 2020

Stoughton Community Conversation: Talking to our children about race, racism and being anti-racist

Mosaicos - Online Event

WED, OCT 28, 2020

Tough Conversations For Social Justice: Holding Shared Humanity"

Mosaicos - Online Event

THU, MAR 18

Know Your Rights

Girl-2-Girl - Online Event

Council members and Mayor participated in Mosaicos sessions

Council members and Mayor attended and spoke at rally

Council members and Mayor celebrated Juneteenth on Saturday, June 19, 2021

Police department hosted National Night Out

City of Stoughton Listening Session on Racial Equity

Part 2

With members of the Community Affairs/Council Policy committee

Thur, Aug 26, 6:00-7:30pm
Online via Gotomeeting

Bring your thoughts and an open mind!

Our host and facilitator is Shiva Bidar-Sielaff. Shiva is Vice-President and Chief Diversity Officer for UW Health, and served for over a decade on Madison's city council as alder and twice as council president.

Scan here for the link!

Please join meeting from your computer, tablet or smartphone: https://global.gotomeeting.com/join/991000501
You can also dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.) United States (Toll Free): 1 **877 309 2073** - One-touch: tel:+18773092073,,991000501#
United States: +1 **(646) 749-3129** - One-touch: tel:+16467493129,,991000501#
Access Code: 991-000-501

STOUGHTON AREA EMERGENCY RESOURCE GUIDE

HOUSING RESOURCES / EMERGENCY HOUSING

Community Action Coalition (CAC) angiea@cacscw.org
Provides access to housing security programs, help with applying for subsidized housing, life skills such as financial literacy, education attainment, and career services.
Appointments only - Call hotline at **608-246-4730 ext. 450**

Tenant Resource Center **608-257-0006**
tenantresourcecenter.org

The Beacon **608-826-8040**
A day center for people experiencing homelessness. Assistance includes: preventative healthcare, housing, employment, daily meals/snack, shower and laundry facilities, mail center, transportation to/from, computer lab, ID assistance, telephone, case management.
Open daily: 8am-5pm
615 East Washington Avenue, Madison, WI
www.thebeaconhelps.org

WARMING / COOLING SPACE

Stoughton Library **608-873-6281**
Hours: Mon-Thur 9am-9pm, Fri-Sat 9am-5pm
Sun 1pm-5pm (Sep-May)
304 S. 4th St, Stoughton, WI

Stoughton Area Senior Center **608-873-8585**
Hours: M-F 8am – 4:30pm
248 W. Main St, Stoughton, WI

COMMUNITY MEALS

Our Daily Bread
Hours: Last Sunday of the month, 4:30pm
First Lutheran Church, 310 E. Washington St, Stoughton, WI

The Gathering Table **Facebook or 608-213-9264**
Free meal, two times per month. Food, fun, & fellowship.
Hours: First and third Mon, 5:30pm-6:30pm
Senior Center, 248 W. Main St, Stoughton, WI

CRISIS INTERVENTION / MENTAL HEALTH / COUNSELING

Crisis Text Line Text **HOME** to **741741**
Free, 24/7 support for people in crisis
www.crisistextline.org

DAIS (*Domestic Abuse Intervention Services*) **608-251-4445**

Journey Mental Health Center (24hr crisis) **608-280-2600**
25 Kessel Court, Madison, WI (new client) **608-280-2720**

Rape Crisis Center (24hr help line) **608-251-7273**
(Spanish speakers) **608-258-2567**

Stoughton Family Counseling **608-873-6422**
1520 Vernon St, Stoughton, WI

Oceanhawk Counseling Alternatives **608-873-7838**
3185 Deer Point Dr, Suite A, Stoughton, WI

Big Heart Counseling (Kurt Buehring) **608-203-9688**
Professional counseling for couples, individuals, & families.
100 Bus Park Cir #110, Stoughton, WI

HEALTH / MEDICAL CARE

Neighborhood Free Health Clinic (NFHC) **608-205-0505**
Free professional medical and counseling services for uninsured or financially limited adults. Free health hygiene pantry available to all patients.
1520 Vernon St, Stoughton, WI • neighborhoodfreehealthclinic.org
(Cindy Anderson) office@neighborhoodfreehealthclinic.com

Stoughton Health **608-873-6611**
900 Ridge St, Stoughton, WI • www.stoughtonhealth.com

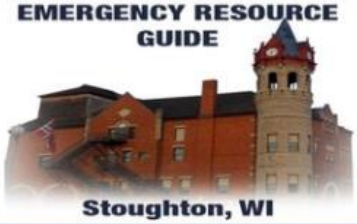
Community Health and Wellness Center **608-873-2332**
Free blood pressure checks, screenings, classes, library of health resources

WIC (Women Infants Children) – Madison **608-267-1111**

UPDATED: 11/20/2020

This Emergency Resource Guide is created and maintained by the Stoughton Homeless Coalition

EMERGENCY RESOURCE GUIDE



Stoughton, WI

GENERAL ASSISTANCE

Stoughton Area Resource Team (START) **608-577-5650**
Provides a confidential, caring way to link Stoughton residents under age 55 with community resources, offers advocacy, and provides support in housing, utilities, transportation, health and employment
1520 Vernon St, Stoughton • Cthompson@startstoughton.org
Lbraund@startstoughton.org

Dane County Department of Human Services Joining Forces for Families (JFF) **608-873-2180**
Problem solving, advocacy, resource, and referral services
343 E Main St, Stoughton • harter.sandy@countyofdane.com

2-1-1 (United Way Helpline) **211**
(cell phone) **246-HELP**
Provides connection to food, housing, employment, health care and more

Stoughton Area Senior Center **608-873-8585**
Provides senior outreach services for city of Stoughton residents age 55+
248 W. Main St, Stoughton, WI

Dane County Job Center / Capital Consortium **888-794-5556**
Connection to employment and financial assistance, FoodShare, health insurance, child care, medical

Stoughton Police Department **608-873-3374**
For after hour or weekend emergencies
321 S. 4th St, No.1, Stoughton, WI

FOOD AND SUPPLIES

City of Stoughton Food Pantry 608-873-8103
Hours: Mon-Wed: 10am – 2pm
Thur: 10am-2pm & 4pm-6pm, Fri: closed
First Sat of the month: 9am-11am
Call for appointment
520 S. 4th St, Stoughton, WI

Personal Essentials Pantry (PEP) 608-620-3250
Hours: 1st & 3rd Thursday each month 1pm-5pm
343 E. Main St, Stoughton, WI

United Methodist Food Pantry 608-873-3273
Hours: Tue 9am-11am & 5pm-7pm
Wed 9am-11am
Call for appointment
525 Lincoln Ave, Stoughton, WI

CLOTHING / FURNITURE

St. Vincent De Paul Store 608-873-3655
Applications available for free clothing & furniture voucher
1509 US Hwy 51, Stoughton, WI

The Clothing Center - *Free clothing*
Hours: Wed 9:30am-11:30am
Covenant Lutheran Church, 1525 N. Van Buren St, Stoughton, WI
lauraclothingcenter@yahoo.com

DENTAL

Familia Dental
Dentistry for kids and adults, walk-ins welcome, payment plans available, emergency appointments available.
3003 E. Washington Ave, Madison, WI 608-224-9159
1260 Milton Ave, #140, Janesville, WI 608-757-0057

Dental Hygiene Clinic at MATC 608-258-2400

TRANSPORTATION

Volunteer Ride Programs 608-873-6112

- **RSVP Driver Service** - *Medical rides outside the city of Stoughton for people over the age of 60*
- **Affordable Transportation Program** - *Provides transportation services to Stoughton area residents in need to the two local food pantries and to/from Madison for significant appointments*
- **Vets helping Vets** - *Medical rides for Veterans to the VA Hospital*

Hours: M-F call between 9am and 4pm
48hr notice recommended

Stoughton Transit/Taxi 608-873-7233

SHOWER / LAUNDRY

Road Ranger - *Paid shower* 815-580-4842
2762 County Hwy N, Cottage Grove, WI

Viking Laundry
$1.00 wash every Wednesday 8am-8pm (select washers only)
1425 E. Main St, Stoughton, WI

The Laundry Basket - *$1 wash every day on select washers*
977 N Page St, Stoughton, WI

UTILITIES

Energy Services, Inc. of Dane County 608-267-8601
(for appointments) 608-333-0333
Help with utility disconnection or past due bill

CHILDREN'S SERVICES

Early Head Start 608-695-4455
Home visitation program for pregnant women or families with a child under the age of 3 who meet federal income guidelines

Head Start 608-877-0466
Free preschool services for families with children age 3-5 who meet federal income guidelines
315 Mandt Parkway, Stoughton, WI

Public Health Pregnancy Support Program 608-243-0319
608-235-4078
Free personal nurse for pregnant women that can give support, advice, information, and resources

Stoughton Area Youth Center 608-877-9980
Eligibility: 5th grade and up
Hours: 3-6pm (school days)
12-4pm (non-school days & early release)
567 E. Main Street, Stoughton, WI

SERVICES FOR VETERANS

Veteran's Affairs (housing support) 608-280-2095
(general / hospital) 608-256-1901
2500 Overlook Terrace, Madison, WI

PHONE / FAX / PRINTING SERVICES

SafeLink Wireless – *Free cell phone* 800-723-3546

Phone (free): Stoughton Police Department, Dane County Human Services

Fax (for a fee): McGlynn Pharmacy, Days Inn, The UPS Store, Dane County Human Service Building, JFF

Computer and Printing:
Free: Dane County Human Services
For a fee: Stoughton Public Library, Stoughton Hospital, Senior Center, JFF, UPS

TO RECEIVE COPIES OF THE EMERGENCY RESOURCE GUIDE PLEASE CONTACT START AT 608-577-5650

LAST UPDATED: 2020

Find the path to your Career

with

CAREERSCAPE COUNSELING

CAREER COUNSELING AND CAREER-READINESS TRAINING FOR YOUNG ADULTS (18-24)

To learn more or get started contact Melanie Galdes at (608) 235-5811
or email mgaldes@operationfreshstart.org

operationfreshstart.org

BUILDING FUTURES · OPERATION · FRESH START EST. 1970 TRANSFORMING LIVES

START is excited to share that we have partnered with Operation Fresh Start (OFS) to provide career counseling & employment readiness training for Stoughton community members and the surrounding area, for ages 18-24 at the Stoughton Public Library on Wednesdays from 1:00 - 4:30pm.

If you are a young adult aged 18-24 needing employment help, visit https://www.operationfreshstart.org/program/careerscape/ to schedule an appointment!

Job Search

Keyword | Category... | Employer... | Search

Results Found: 24

Posted 08/13/2021
Diet Clerk
Stoughton Health

Categories: Administrative, Support & Clerical

Housekeeper
Stoughton Health

Categories: Entry Level

Housekeeper
Stoughton Health

Categories: Entry Level

Vision Statement:
Our vision is a community in which whole wellness (mental, physical, spiritual, emotional, social, and environmental well-being) is a priority and all members feel they are valued and belong.

Mission Statement:
The Stoughton Wellness Coalition promotes healthy lifestyle choices and reduces youth substance use.

SWC Core Values:

Whole Wellness: The Stoughton Wellness Coalition values the promotion of health in mental, physical, spiritual, emotional, social, and environmental wellbeing supporting a journey to a person's healthiest self.

Data-driven/ Emphasis on Shared Outcomes/Results: The Stoughton Wellness Coalition values using facts, metrics, and data to guide strategic prevention efforts. Sharing data-driven goals across our partnerships amplifies our ability to create a healthier community.

Policy-focused: The Stoughton Wellness Coalition values sustainable policies and practices that strengthen conditions in individuals, families, and the community which increase health and wellbeing.

Prevention/Proactive: The Stoughton Wellness Coalition values proactively utilizing best practices in prevention to support the health of the community.

Community/partnerships/collaborative: The Stoughton Wellness Coalition values collaboration with the vast expertise and skills available across the community.

Equity: Stoughton Wellness Coalition values the respect, dignity, and worth of all individuals. We value equity and inclusion of all people and hold this value foremost as we function into the endeavor of wellness.

Volunteer Income Tax Assistance (VITA)

What is Volunteer Income Tax Assistance (VITA)?

The Volunteer Income Tax Assistance (VITA) program offers free tax help to people who generally make $54,000 or less, persons with disabilities, the elderly and limited English speaking taxpayers who need assistance in preparing their own tax returns. IRS-certified volunteers provide free basic income tax return preparation with electronic filing to qualified individuals.

See more

Who is eligible for Volunteer Income Tax Assistance (VITA)?

In order to qualify for this program, you must:

- Earn moderate income or less; or
- Be disabled; or
- Not speak English well; or
- Be a senior citizen

How do I apply for Volunteer Income Tax Assistance (VITA)?

No application is needed to use this service. For information on volunteering or for the locations of the tax assistance sites, visit the Free Tax Return Preparation for Qualifying Taxpayers page or call 1-800-906-9887.

How can I contact someone?

For more information, visit the Free Tax Return Preparation for Qualifying Taxpayers page. Or contact the help line at 1-800-906-9887 Or email us at partner@irs.gov

Check if you may be eligible for this benefit

Quick Info

VITA offers free tax help to eligible individuals who need assistance preparing tax returns.

Program Contact

1-800-906-9887

Managing Agency

U.S. Department of the Treasury

Receive an email when this benefit page is updated:

Subscribe to this Benefit

Other Benefits People Viewed

- Tax Benefits for Education
- National Security Language Initiative for Youth
- Medical and Dental Expenses Tax Credit

"Everyone deserves a place to hang their hat."

Housing Advocacy Team of Stoughton, Inc. (HATS)

Step Forward Program, by design, would be the first Stoughton based

THE PROGRAM IS STRUCTURED TO:

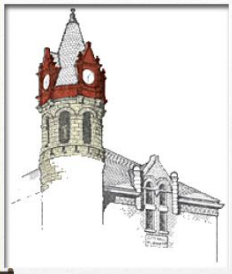
*Help families and/or individuals to achieve the goal of safe, affordable permanent housing.

*Maintain steady employment, including avenues of job training and higher education or increase household income through other sources (example: SSDI).

*Offer ongoing case management services by START or the Stoughton Area Senior Center to focus on supportive services for basic needs, assist in household budgeting and life skills, and referral to mental health resources, if appropriate and more with the goal of obtaining self-efficiency.

*Provide definitive program rules agreed upon by those accepted in the Step Forward Program in collaboration with landlords, members of HATS, START, Stoughton Senior Center, and any other significant community resource representatives.

*Meet the goals of HATS and the Step Forward Program in working with sponsors, public and private entities, collaborative partners, and individuals to build relationships for maintaining success and achieving sustainability for those in the program.



Grow Stoughton
A Home for Everyone

(Other Suggestions?)

Goals and Objectives

- Purpose
  - Grow Stoughton is an initiative of the City of Stoughton designed to improve the city's housing stock and to increase affordable housing opportunities for city residents.
- Goals and Objectives
  - To incentivize improvements to existing housing stock
  - To attract to new residents to Stoughton
  - To increase affordable housing opportunities
  - To maintain and increase housing values

Potential Programs and Funding

- Potential Programs
  - Stoughton Housing Authority Housing Stock Improvements
  - First-Time Home Buyer's Down Payment Assistance
  - Homeowner Improvement Assistance
- Funding
  - Final 12 months of TID No. 3 increment

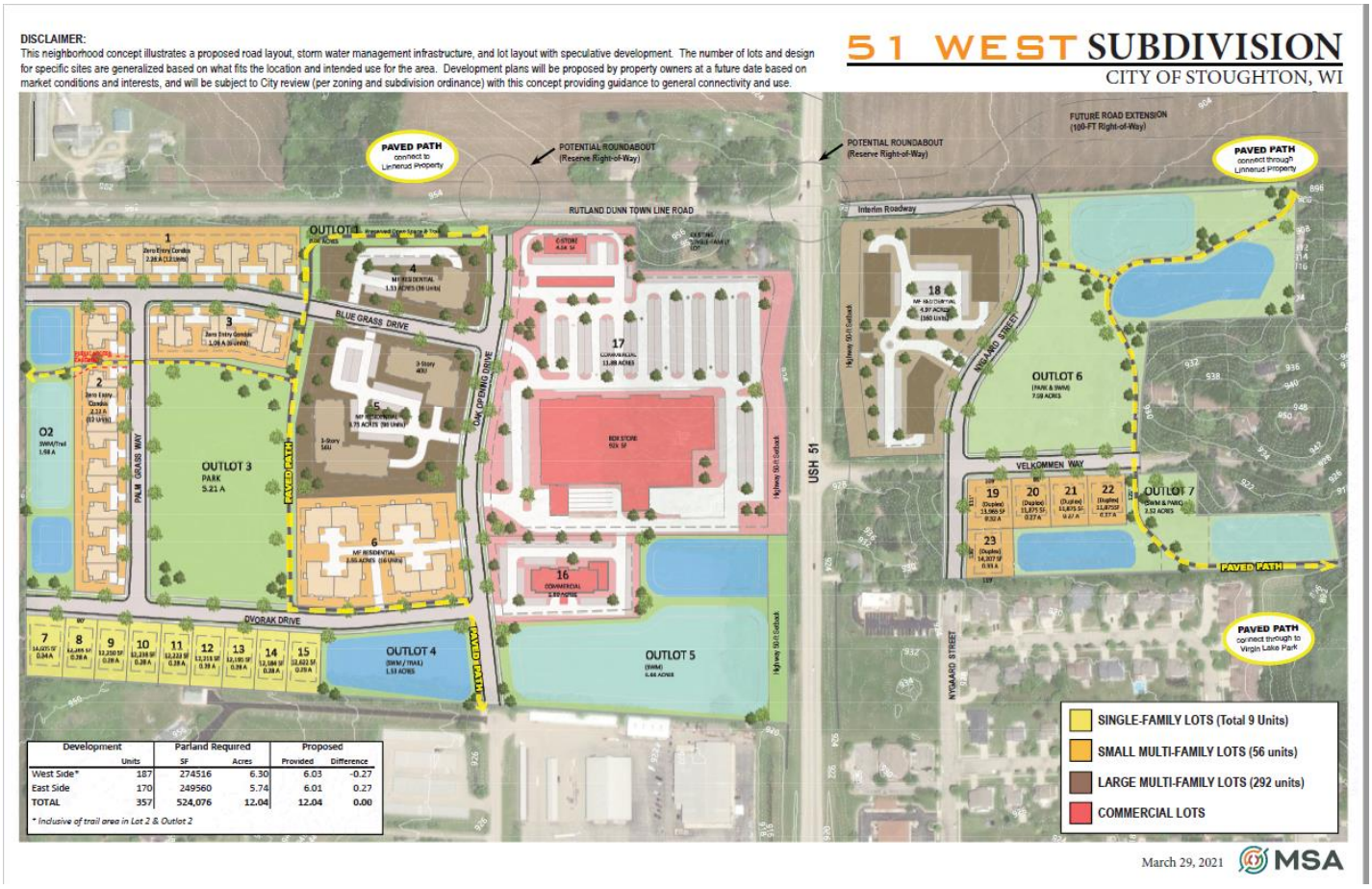
First-Time Home Buyer Down Payment Assistance (cont.)

- The cost of the property after the down payment shall not exceed more than 30 percent of the household's gross monthly income" as defined by WI St 66.1105(2).
- Application will be submitted to Finance Committee and City Council for approval following verification of income
- Applicant will have 180 days to find an eligible property

Break Ground with Habitat in Stoughton!

Habitat for Humanity of Dane County is thrilled to bring out their golden shovels and break ground on eight new townhomes in the City of Stoughton on Thursday, July 15 from 4:30 - 5:30 p.m. at 1114 Abel Ct.

The homes will be located on Abel Court, off Lincoln Ave. midway between Jackson and Hamilton streets, in downtown Stoughton. Construction will start this summer and all eight townhomes are expected to be completed b... **See More**



Development		Parland Required		Proposed	
	Units	SF	Acres	Provided	Difference
West Side*	187	274516	6.30	6.03	-0.27
East Side	170	249560	5.74	6.01	0.27
TOTAL	357	524,076	12.04	12.04	0.00

** Inclusive of trail area in Lot 2 & Outlot 2*

City Council negotiating with developers for Workforce Housing (Section 42) WEDA program on west side multi-unit apartments.

Notice of Nondiscrimination - City of Stoughton

- The City of Stoughton is committed to ensuring that no person is excluded from, participation in, denied the benefits of, or otherwise subjected to discrimination on the basis of race, color, national origin, disability, sex, age, religion, income status or limited English proficiency (LEP) in any and all programs, activities or services administered by the City of USA in accordance with Title VI of the Civil Rights Act of 1964 and related nondiscrimination authorities.
- Any person who believes they have been aggrieved by any unlawful discriminatory practice may file a complaint with the City of Stoughton.

For more information on the City of Stoughton's civil rights program, and the procedures to file a complaint, contact (608) 646-0272, (for hearing impaired, please use Wisconsin Relay 711 service); email ajgillingham@ci.stoughton.wi.us; or visit our administrative office at 207 S. Forrest Street, Stoughton, WI 53589. For more information, visit https://www.ci.stoughton.wi.us.

A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.

Based on the demographics within the City of Stoughton we currently do not provide translated information. The city is tracking and will review annually to determine if there is a qualified need.

Fill out this form to register a complaint

Title VI Complaint Procedure

The City of Stoughton's Title VI Complaint Procedure is made available in the following locations:
1. City of Stoughton's Website www.ci.stoughton.wi.us (http://www.ci.stoughton.wi.us)
2. City Hall, 207 S Forrest Street, Stoughton, WI 53589

Any person who believes she or he has been discriminated against on the basis of race, color, national origin, religion, gender, disability, sex, age, income status, or limited English proficient (LEP) by the City of Stoughton may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form.

Or

A person may file a complaint directly with the Federal Transit Administration, at FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.

All complaints filed with the City shall be received by the Director of Human Resources and Risk Management no less than 180 days from the alleged incident. The Director of Human Resources and Risk Management will involve the appropriate City staff for response. All Complaints must be complete, including contact information.

The complainant will receive an acknowledgement letter informing her/him of receipt.

The City's Director of Human Resources and Risk Management will have 45 days to investigate the complaint. If more information is needed, the City may request more information from the complainant.

The complainant has 10 business days from the date of the request to respond to the investigator assigned to the case.

If the investigator is not contacted by the complainant or does not receive the additional information within 10 business days, the City can administratively close the case. At any time and in writing, the complainant may withdraw his/her complaint. At this point, the City may close the investigation.

After the investigator reviews the complaint, she/he will issue one of two (2) letters to the complainant: a closure letter or a letter of finding (LOF).

* A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed.

* A letter of finding (LOF) summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur.

If the complainant wishes to appeal the decision, she/he has 10 days after the date of the letter or the LOF to do so.

City of Stoughton Complaint/Comment Form

The City of Stoughton's Title VI Complaint Procedure is made available in the following locations:

1. City of Stoughton's Website www.ci.stoughton.wi.us

2. City Hall, 207 S Forrest Street, Stoughton, WI 53589

Section I:

Name:

Address:

Telephone (Home):

Telephone (Work):

Electronic Mail Address:

Accessible Format Requirements?

☐ Large Print ☐ Audio Tape ☐ TDD ☐ Other:

Section II:

Are you filing this complaint on your own behalf?

◯ Yes* ◯ No

*If you answered "yes" to this question, go to Section III.

If not, please supply the name and relationship of the person for whom you are complaining:

Please explain why you have filed for a third party:

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.

◯ Yes ◯ No

Please provide information about a contact person at the agency/court where the complaint was filed.

Name:

Title:

Agency:

Address:

Telephone:

Section VI

Name of agency complaint is against:

Contact person:

Title:

Telephone number:

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below.

_____ _____

Signature Date

(Please print name _____)

Please submit this form in person at the address below, or mail this form to:

Director of Human Resources & Risk Management

207 S. Forrest Street

Stoughton, WI 53589

Section III:

I believe the discrimination I experienced was based on (check all that apply):

☐ Race ☐ Color ☐ National Origin ☐ Religion ☐ Age ☐ Gender ☐ Service

☐ Income Status ☐ Limited English Proficient ☐ Americans with Disability Act

Date of Alleged Discrimination (Month, Day, Year):

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.

Section IV

Have you previously filed a Title VI complaint with this agency?

○ Yes ○ No

Section V

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

○ Yes ○ No

If yes, check all that apply:

☐ Federal Agency:

☐ Federal Court

☐ State Agency

☐ State Court

☐ Local Agency

POLICY & PROCEDURE

STOUGHTON POLICE DEPARTMENT

SUBJECT:	**RACIAL PROFILING PROHIBITION/TRAFFIC STOPS**	NUMBER:	6.31
		ISSUED:	02/22/2019
SCOPE:	All Department Personnel	EFFECTIVE:	02/22/2019
DISTRIBUTION:	Policy & Procedure Manual	☐ RESCINDS	
		☐ AMENDS	
REFERENCE:	WI State Statutes: 16.964(16)(a), 349.027, Office of Justice Assistance (OJA) 1	WILEAG 4TH EDITION STANDARDS: N/A	

INDEX AS: Ethnic Profiling
Racial Profiling
Searches/Traffic Stops
Traffic Stops
Traffic Stops/Complaints
Traffic Stops/Data Collection

PURPOSE: The purpose of this Policy & Procedure is to unequivocally state that racial and ethnic profiling in law enforcement is totally unacceptable; to provide guidelines for officers of the Stoughton Police Department to prevent such occurrences; and to protect officers when they act within the dictates of the law and policy from unwarranted accusations.

This Policy & Procedure consists of the following numbered sections:

I. DISCUSSION

II. POLICY

III. DEFINITIONS

IV. PROCEDURE

V. TYPES OF INFORMATION REQUIRED TO BE COLLECTED BY OFFICERS

VI. PROCESS AND FORMAT FOR SUBMITTING DATA TO OJA

VII. COMPLAINTS OF RACIAL/ETHNIC PROFILING

I. DISCUSSION

A. A fundamental right guaranteed by the Constitution of the United States to all who live in this nation is the equal protection under the law. Along with this right to equal protection is the fundamental right to be free from unreasonable searches and seizures by government agencies. Citizens are free to walk and drive our streets, highways, and other public places without police interference so long as they obey the law. They also are entitled to be free from crime, and from the depredations of criminals, and to drive and walk our public ways safe from the actions of reckless and careless drivers.

B. The Department is charged with protecting these rights, for all, regardless of race, color or ethnicity.

C. Because of the nature of their business, law enforcement officers are required to be observant, to identify unusual occurrences and law violations, and to act upon them. It is this proactive enforcement that keeps our citizens free from crime, our streets and highways safe to drive upon, and that detects and apprehends criminals.

D. This Policy & Procedure is intended to assist law enforcement in accomplishing this total mission in a way that respects the dignity of all persons and yet sends a strong deterrent message to actual and potential lawbreakers that if they break the law, they are likely to encounter the police.

II. POLICY

A. It is the policy of the Stoughton Police Department to patrol in a proactive manner, to aggressively investigate suspicious persons and circumstances, and to actively enforce the motor vehicle laws, while insisting that citizens will only be stopped or detained when there exists reasonable suspicion to believe they have committed, are committing or are about to commit, an infraction of the law.

III. DEFINITIONS

A. Racial profiling: The detention, interdiction, or other disparate treatment of any person on the basis of their racial or ethnic status or characteristics.

B. Reasonable suspicion: Also known as articulable suspicion. Suspicion that is more than a mere hunch, but is based on a set of articulable facts and circumstances that would warrant a person of reasonable caution in believing that an infraction of the law has been committed, is about to be committed, or is in the process of being committed, by the person or persons under suspicion. This can be based on the observations of a police officer combined with his or her training and experience, and or reliable information received from credible outside sources.

C. Probable cause: Probable cause exists where the facts and circumstances within the arresting officer's knowledge, and of which such officer had reasonably trustworthy information, are sufficient in themselves to warrant a person of reasonable caution in the belief that an offense has been or is being committed.

IV. PROCEDURE

A. The Department's efforts will be directed toward assigning officers to those areas where there is the highest likelihood that crashes will be reduced and/or crime prevented through proactive patrol.

B. Officers will receive initial and ongoing training in proactive enforcement tactics, including training in officer safety, courtesy, cultural diversity, and the laws governing search and seizure, and interpersonal communications skills.

C. Training programs will emphasize the need to respect the rights of all citizens to be free from unreasonable government intrusion or police action.

D. Traffic enforcement will be accompanied by consistent, ongoing supervisory oversight to ensure that officers do not go beyond the parameters of reasonableness in conducting such activities.

E. Motorists shall only be subjected to stops, seizures or detentions upon reasonable suspicion that they have committed, are committing, or are about to commit an infraction. Each time a motorist is stopped, the officer shall radio to the dispatcher the location of the stop, the description of the person or vehicle being detained, the reason for the stop, and any impediments to observing the persons in the vehicle, and this information shall be logged.

F. The Department recognizes that with experience, individual officers may develop individualized approaches that they find work best for them in minimizing conflict during officer/violator contacts. Refer to Policy & Procedure 6.06: Traffic Stops and Approach to Violator's Vehicle.

G. Appropriate enforcement action should always be completed in the form of a verbal warning, written warning, citation, or arrest. Verbal warnings shall be documented in the incident report.

H. No motorist, once cited or warned, shall be detained beyond the point where there exists no reasonable suspicion of further criminal activity, and no person or vehicle shall be searched in the absence of a warrant, a legally recognized exception to the warrant requirement, or the person's voluntary consent.

In each case where a search is conducted, this information shall be recorded, including the legal basis for the search, and the results thereof. It is strongly recommended that consent searches be conducted when possible with written consent, using the proper department form. If the individual indicates that they will consent to a search but are refusing to sign the form, fill out the form anyway and indicate "consented to search but refused to sign", inserting initials and the signature of

any witness in the signature block.

I. If the police vehicle is equipped with a video camera, the video and sound shall be activated prior to the stop, to record the behavior of the vehicle or person, and shall remain activated until the person is released and resume their journey. (It is recommended that a recordation of the electronically recorded stop be preserved.)

J. In the absence of specific, credible information containing a physical description, a person's race or ethnicity shall not be a factor in determining probable cause for an arrest or reasonable suspicion for a stop.

K. The deliberate recording of any misleading information related to the actual or perceived race, ethnicity, gender, or sexual orientation of a person stopped for investigative or enforcement purposes is prohibited and a cause for disciplinary action, up to and including dismissal.

V. TYPES OF INFORMATION REQUIRED TO BE COLLECTED BY OFFICERS

A. For each traffic stop, the officer making the traffic stop must record the following information using a computer (Incident Report, TraCS, etc) or a paper form:

1. OPERATOR DATA. With respect to the motor vehicle operator, the officer shall record all of the following:

a) The operator's residential zip code, age and gender.

b) The race or ethnicity of the motor vehicle operator. The race or ethnicity recorded for the operator shall be the race or ethnicity identified on records of the DOT. If the operator's race or ethnicity is not available to the officer from the DOT, the operator's race or ethnicity shall be determined by the perception of the law enforcement officer responsible for reporting the traffic stop. The officer shall not require the person stopped to provide race or ethnicity information.

2. OCCUPANT DATA. With respect to the motor vehicle occupants, the officer shall record all of the following:

a) The number of occupants.

b) Whether any occupant other than the operator is a member of a racial minority or ethnicity. The officer shall not require the person stopped to provide race or ethnicity information.

3. EVENT DATA. With respect to the traffic stop, the officer shall record all of the following:

a) The date, time and location of the traffic stop, the name of the law enforcement agency and officer number of the officer making the traffic stop.

b) The location of the stop shall be recorded using global positioning system coordinates if available, DOT standards for identifying the location of traffic accidents or any other method that identifies the location with a reasonable degree of accuracy.

c) The make and model of the motor vehicle, type of motor vehicle, state of motor vehicle registration and the motor vehicle license plate number.

d) The reason for the stop.

e) The outcome of the stop.

f) The duration of the stop.

4. SEARCH DATA. Whether the operator, any occupant, or the motor vehicle was searched and if so, all of the following:

a) Whether consent to search was requested, and, if so, whether it was granted or denied.

b) The basis for the search.

c) The race or ethnicity of each person searched determined according to the procedure in sub. (I)(b).

d) Type of contraband, if found.

VI. PROCESS AND FORMAT FOR SUBMITTING DATA TO OJA

A. The Chief of Police or designee shall annually review traffic stop data to ensure provisions of this policy are complied with. The Chief of Police may arrange to have all traffic stop data submitted to OJA, provided that OJA requests or requires such information.

VII. COMPLAINTS OF RACIAL/ETHNIC PROFILING

A. Any person may file a complaint with the department if they feel they have been stopped or searched based on racial or ethnic profiling, and no person shall be discouraged, intimidated, or coerced from filing such a complaint, or discriminated against because they have filed such a complaint.

B. Any officer contacted by a person who wishes to file such a complaint, shall provide the citizen with a copy of a citizen complaint form which may be mailed or delivered in person to headquarters, and shall record the person's name, address, and telephone number, and report the contact to the officer's supervisor prior to the end of the shift.

C. Supervisors receiving such a report shall forward it to the Chief or designee and all such complaints shall be reviewed, the complaint acknowledged to the complainant in writing, and the complainant shall be informed of the results of the department's review within a reasonable period of time. The report and the reviewer's conclusion shall be filed with the Chief of Police of the department, and shall contain findings and any suggestions for disciplinary action or changes in policy, training, or tactics.

Gregory W. Leck
Chief of Police

This Policy & Procedure cancels and supersedes any and all written directives relative to the subject matter contained herein.

Initial 02/22/2019

Police Policies-on website

STRIP SEARCHES Click to view
BIASED BASED POLICING Click to view
CITIZENS COMPLAINTS INTERNAL AFFAIRS Click to view
In-Squad Video Click to view
USE OF FORCE Click to view
DEADLY FORCE Click to view
USE OF LESS LETHAL WEAPONS Click to view
USE OF FORCE RENDERING MEDICAL AID Click to view
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TRESPASSING Click to view
USE OF FORCE REPORTING AND REVIEW Click to view

Crisis Intervention Team (CIT) Training

What Is CIT?

Crisis Intervention Team training is a community initiative designed to improve the outcomes of police interactions with people living with mental illnesses. CIT programs are local partnerships between law enforcement, mental health providers, local NAMI chapters and other community stakeholders. CIT programs provide 40 hours of training for law enforcement on how to better respond to people experiencing a mental health crisis. CIT is not just a training. Effective CIT programs are based on strong relationships between law enforcement, mental health care providers, families and people living with mental illness. CIT is a long-lasting, evolving partnership based on mutual goals.

Core Elements of CIT&CIP Wisconsin Training Programs

Sample Agenda of CIT Wisconsin Training Program