

City of Miami Beach Anti-Bullying Task Force Committee

Recommendations

Overview

We have identified and evaluated current City of Miami Beach policies and documents and are providing a variety of recommendations. There are also various situations where bullying can occur within the City of Miami Beach, which are not currently addressed, and we have recommended areas of improvement with implementation of additional policies.

Where bullying can occur:

- Individuals utilizing City of Miami Beach services or facilities both adults and youth
- Third party organizations and or individuals permitting city spaces
- Third party vendors of the City of Miami Beach i.e contractors
- Employees of the City of Miami Beach with other employees
- Between the employees of the City of Miami Beach and/or residents/visitors providing or requesting services
- Businesses and organizations that are licensed within the City of Miami Beach

Key findings:

- Bullying definition should be extended to include adults
- Bullying can be a one-time or repeated occurrence
- There is no central public repository online or otherwise available to view existing policies and procedures
- Existing policies are primarily focused towards City of Miami Beach employees and are limited, inconsistent or non-existent
 - Existing policies are only available on City of Miami Beach intranet and there is no public facing repository
- There is no existing City of Miami Beach employee manual

Recommendations to Existing City of Miami Beach Policies and Documents

- Amend Parks and Recreation Department's "Anti-Bullying Policy" and "Anti-Bullying Behavior Agreement"
 - Refer to "Exhibit A" for recommended changes to documents
- Use amended Parks and Recreation Department's "Anti-Bullying Policy" and "Anti-Bullying Behavior Agreement" (Exhibit A) as a template for creation of policies for use in other departments
- Bullying shall be incorporated in the definition of harassment in all City of Miami Beach policies.

- Amend HR.16.04 “Prohibited Discrimination and Harassment” (Exhibit B) to include bullying as a prohibited activity.
 - Insert “bullying” after “harassment” in paragraph 3, line 1.
 - Insert “bullying” in definition of “Harassment”
 - Insert “bullying” on page 3, Item 1 under “Procedure” after the word “harassment”.
- Amend TC.18.01 “Rental Fee Waiver” (Exhibit C) should be amended to include a requirement of the organization or individual applying for the fee waiver to have an anti-bullying policy and include the ability for the city to revoke an organization or individual’s ability to apply for a fee waiver if found to have engaged in bullying.
- Amend CO.19.01 “Citywide Procedure for Social Media” (Exhibit D) to include anti-bullying.
 - Insert at the end of the paragraph on page 2 “Respect your audience”: “The City of Miami Beach has a zero-tolerance policy on cyber-bullying, the use of technology to threaten, hurt, single out, embarrass, spread rumors, and/or reveal secrets about others.”
 - Insert on page 3 as the fourth bullet under “City employees may not publish information on City social media that includes”: “Any form of cyberbullying.”
 - Possibly insert on page 4 as the fifth bullet under “Moderation of Third-Party Content”: “can be construed as cyberbullying”.
- Amend 2019-047-WG “Request for Qualifications (RFQ)” (Exhibit E) document to be amended to including anti-bullying policy agreement using amended Parks and Recreation Document as template.
- Amend CO.19.02 “Sponsorships, Donations and Advertising Procedure” (Exhibit F)
 - Insert under “Advertising” as B.8.: “Any advertising that contains messages that are threatening, harassing or discriminatory”.

Recommendations for Implementation of new Anti-Bullying Policies

- Require each City of Miami Beach Department to use anti-bullying template (Exhibit A) to implement anti-bullying policy
- Individuals or corporations with business licenses to operate within the city of Miami Beach:
 - Required to implement and/or display anti-bullying policy to maintain business license
 - Implement a penalty structure, i.e. fines, denial of participation in resolution waivers, or other considerations
 - Included in business license application process or renewal
- Third Parties such as vendors, individuals or organizations renting, permitting or otherwise utilizing City of Miami Beach property:
 - Required to implement and/or display anti-bullying policy to utilize City of Miami Beach property.

- Implement a penalty structure, i.e. fines, denial of participation in facility rentals, or other considerations
- Included in agreement/contract/permit application (Exhibit A)
- Organizations and individuals applying for special event permits:
 - Required to implement an anti-bullying policy to apply for a special event permit
 - Implement a penalty structure, i.e. fines, denial of special event applications, or other considerations
 - Included in agreement/contract/permit application
- Organizations or individuals with leases with the City of Miami Beach:
 - Required to have an anti-bullying policy to have a lease agreement with the City of Miami Beach
 - Implement a penalty structure, i.e. fines, denial of lease applications, or other considerations
 - Included in agreement/contract/lease
- Organizations or individuals applying for a fee waiver:
 - Required to implement an anti-bullying policy to apply for a special event permit
 - Implement a penalty structure, i.e. fines, denial of fee waiver applications, or other considerations
 - Included in agreement/contract/waiver
- Businesses that maintain a special zone variance exception for operation:
 - Required to implement an anti-bullying policy to maintain zoning variance exception.
 - Implement a penalty structure, i.e. fines, removal of zoning variance, or other considerations
 - Included in zoning variance resolution/agreement

Cases and Enforcement

- Anti-Bullying Task Force transition to a creation of Grievance Committee under the supervision of Inspector General's office to review alleged cases of bullying and provide recommendations to the city following investigation
- Repeated offenses need to be defined
- Once policies are adopted create a standard operating procedures (SOP) document to properly identify accusations of bullying in a fair way with specific detail on how and where to report and reporting options

Additional Recommendations

- Creation of a City of Miami Beach Employee manual with specific detail on how and where to report bullying and reporting options and resources
- Include Anti-Bullying statement in the Safe Place program
- Continue to support No Place for Hate and consider increasing support

- Utilize City of Kindness program to recognize individuals and or organizations that stand up against bullying
- Creation of an outward facing webpage on the City of Miami Beach to display all policies and procedures regardless of department specifically Anti-Bullying.
 - Examples:
 - City of Sacramento
 - City of San Francisco