

AUGUST IS ABUSE PREVENTION AWARENESS MONTH

Welcome to Learning Lab #3!



This California-Pacific Annual Conference Church
is in compliance with all areas of the
Conference's Abuse Prevention Program.



ABUSE PREVENTION COMPLIANCE



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is in compliance with all areas of the
Conference's Abuse Prevention Program.



- **Certification Key #1:** **Abuse Prevention Policy**
- **Certification Key #2:** **Ministry Safe Training and Background Checks**
- **Certification Key #3:** **Sexual Harassment Prevention Training**
- **Certification Key #4:** **Department of Justice Live Scan Fingerprinting**

SEXUAL HARASSMENT PREVENTION TRAINING

Certification Key #3



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Sexual Harassment and Abusive Conduct Prevention

Understanding State Requirements and Compliance
Considerations

Objectives

- Understand the importance of harassment and abuse prevention training within your organization.
- Understand California's requirements.
- Understand Hawaii's requirements.
- Know where to access approved training resources.

Why This Matters

Abuse and Sexual harassment prevention training helps organizations:

- *Maintain respectful workplaces*
- *Reduce legal risk*
- *Meet state compliance requirements*
- *Protect employees and volunteers*
- *Demonstrate organizational accountability*

Title VII of the Civil Rights Act

- Prohibits employers from discriminating against employees on the basis of:
 - Race
 - Color
 - Sex
 - National Origin
 - Religion
- Pertains to all aspects of employment (hiring, terminations, promotions, etc.).
- Prohibits harassment in the workplace based on a protected class.
- Federal law **does NOT require employers to provide harassment training**. However, the Equal Employment Opportunity Commissions (EEOC) strongly recommends periodic training, and some states require training.

Sexual Harassment Prevention

State	Required
California	Yes
Illinois	Yes
Connecticut	Yes
Delaware	Yes
Main	Yes
New York	Yes
Hawaii	No

State Requirements



California Requirements

California Government Code §12950.1



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graph TD; A[California Government Code §12950.1] --> B[Employers with 5 or more employees must provide sexual harassment prevention training.]; B --> C[New employees must complete training within six months of hire.]; C --> D[Employee's must complete sexual harassment prevention training once every two years.]; D --> E[New supervisory employees shall be provided training within six months of the assumption of a supervisory position.];
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Employers with **5 or more employees** must provide sexual harassment prevention training.

New employees must complete training within **six months** of hire.

Employee's must complete sexual harassment prevention training once every **two years**.

New supervisory employees shall be provided training within **six months** of the assumption of a supervisory position.

California Requirements

Non-Supervisors

- 1 hour
Within 6 months of hire
Every 2 years

Supervisors

- 2 hours
Within 6 months of
assuming supervisory duties
Every 2 years

Non-Compliance

California

Regulatory Action: Noncompliance can lead to enforcement actions by the California Civil Rights Department (CRD), which may impose fines and other remedies.

Lawsuit liability: Failure to provide training can be used as evidence that an employer failed to take reasonable steps to prevent harassment, weakening defenses in harassment cases.

Reputational damage: Public enforcement actions or media coverage can harm employer brand and recruitment.

Increased litigation risk: Without training, employers may be seen as negligent in preventing harassment.

MinistrySafe Vs. State Required Training

MinistrySafe Vs. State Requirements

MinistrySafe equips ministries with tools, trainings, and policies to create a safe environment.

MinistrySafe is valuable for ministry-specific abuse prevention but may **not** satisfy state sexual harassment training mandates (such as California).

State Compliance

Compliance – California

- The California Civil Rights Department (CRD) provides Sexual Harassment Prevention Training that meets state requirements.
- The CRD provides trainings for both supervisors and non-supervisors at no cost.
- Training is available in multiple languages.

Compliance — California

Related California Compliance Requirements

California **AB 506** – Child Abuse Prevention Requirements for Youth-Serving Organizations.

Became effective on **January 1, 2022**

AB 506 requires many youth-serving organizations to:

- ✓ Conduct fingerprint-based background checks (Live Scan) for covered employees and volunteers.
- ✓ Provide child abuse mandated reporter training.
- ✓ Implement written child abuse prevention policies.
- ✓ Maintain appropriate documentation and records.

While all 50 states have mandated reporter **laws**, only **about 20 states** currently require child abuse mandated reporter **training** for some or all mandated reporters. **California** is one of those states.

Abuse Mandated Reporter Training

Compliance — California

Child Abuse Mandated Reporter Training

California AB 506 Requirement

- Youth-serving organizations must ensure that covered administrators, employees, clergy and regular volunteers complete child abuse and neglect reporting training.
- Free online training is available through California's Child Abuse Mandated Reporter Training program. The program also offers organizational options for managing and monitoring training completion, with pricing information available for these additional services.
- General and role-specific courses are available, including training for clergy, volunteers, childcare providers, and other professionals.
- Renew every **2 years** as a best practice.

Compliance – Hawaii

- Hawaii does NOT require employers to provide mandatory sexual harassment prevention training.
- Although training is not mandated, employers are strongly encouraged to provide regular harassment prevention training as a best practice.
- Hawaii does **not** offer a free statewide sexual harassment prevention training.
- The **Hawai'i Civil Rights Commission (HCRC)** provides educational resources and employer guidance.

Compliance – Hawaii

Child Abuse Mandated Reporter Training

- Hawaii offers **free online Mandated Reporter Training** through the Department of Human Services.
- The program is intended for teachers, healthcare professionals, social workers, law enforcement officers and any individual designated as a mandated reporter under state law.
- Clergy are considered mandated reporters and must follow reporting procedures when required.
- Churches and ministries may choose to require the training for all employees as a best practice, particularly for employees and volunteers working with children and youth.

Documentation & Recordkeeping

Documentation & Recordkeeping

Why It Matters

- Provides documentation in the event of an audit, complaint, or legal inquiry.
- Helps ensure employees complete required refresher training on time.

Best Practices

- Maintain training completion certificates or proof of completion.
- Track training dates and renewal deadlines.
- Include a clear anti-harassment, discrimination, and retaliation policy in the employee handbook.
- Employers should manually collect and retain state-required certificates of completion when the training platform does not provide centralized tracking.

Resources

Resources

California Civil Rights Department (CRD): Free California-compliant Sexual Harassment Prevention Training

MinistrySafe: Supplemental ministry-specific abuse prevention and awareness training

California's Child Abuse Mandated Reporter Training program: For youth-serving organizations

The Hawai'i Civil Rights Commission (HCRC): provides educational resources and employer guidance.

Hawaii mandated reporters can access the training and additional resources at: www.mandatedreportertraining.com/hawaii

Take Action

- ✓ Determine which state laws apply to your employees.
- ✓ Verify whether your current training meets applicable state requirements.
- ✓ Schedule required employee and supervisor training.
- ✓ Maintain training records and monitor renewal deadlines.



Questions?