



**BOYS & GIRLS CLUBS  
OF COLLIN COUNTY**

## **Whistleblower Protection Policy**

The Whistleblower Protection Policy is being implemented at the Boys & Girls Clubs of Collin County (BGCCC) so that any staff member or volunteer may report waste, fraud, or abuse without fear of being fired or otherwise retaliated against for making the report.

The report will be investigated and even if determined not to be waste, fraud, or abuse, the individual making the report will not be retaliated against. There will be no punishment for reporting problems – including firing, demotion, suspension, harassment, failure to consider the employee for promotion, or any other kind of discrimination.

There are several ways to make a report of suspected waste, fraud, or abuse:

- Notify your supervisor who will then notify the CEO
- Call or send an email to the CEO or appropriate board member (see contact information at the end of this document)

The CEO will promptly acknowledge receipt of the complaint to the reporting individual. The CEO and board, if appropriate, will then promptly investigate the report and speak to all appropriate individuals. Written statements are helpful and may be requested. Upon completion of the investigation, the CEO or designee will follow up as follows:

- Take steps to deal with the issue addressed, including making operational or personnel changes.
- If warranted, contact law enforcement to deal with any criminal activities.
- Provide the person filing a report with confirmation that an investigation has been conducted and appropriate action taken based on the facts obtained. Remind the individual that harassment or retaliation against them in any way will not be condoned and that they should notify the CEO immediately if they believe such is occurring.
- Provide documentation to appropriate individuals reminding them that they are prohibited from harassment or retaliation in any way against any individual who may have brought a complaint to our attention.

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**BOYS & GIRLS CLUBS OF COLLIN COUNTY**

**CEO and BOARD CONTACT INFORMATION**

Effective 05/07/12

*E. Michael Simpson, CEO, Phone: 469-888-4620 ext. 102, email: [msimpson@bgccc.org](mailto:msimpson@bgccc.org)*

*Bryan Sherman, Chairman of the BGCCC Board of Directors, phone: 214-766-6061,  
email: [bshermanbgccc@att.net](mailto:bshermanbgccc@att.net)*

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**WHISTLEBLOWER POLICY  
ACKNOWLEDGEMENT**

I acknowledge that I have received and read the Boys & Girls Clubs of Collin County's Whistleblower Policy. I understand that I am responsible for adhering to the policy, and I confirm that I will conduct myself accordingly.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**Please sign and date this form and return it to:**

**Joan Roe  
Chief Financial Officer  
Boys & Girls Clubs of Collin County  
7790 Main St.  
Frisco, TX 75033**

**Thank you!**