

RESOLUTION 2004-09

A RESOLUTION AMENDING TOOELE COUNTY PERSONNEL POLICIES AND PROCEDURES SECTION 25.E., AMENDING THE TYPES OF GRIEVANCES THAT MAY BE GRIEVED TO THE CAREER SERVICE COUNCIL, AND MAKING TECHNICAL CORRECTIONS THERETO

WHEREAS, it is necessary to amend the county's policy and procedure to clarify what grievances may be taken to the career service council;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF TOOELE COUNTY THAT Section 25.E. of the Tooele County Personnel Policies and Procedures is hereby amended to read:

**SECTION 25
GRIEVANCE**

E. GRIEVANCE STEPS:

1. The employee shall present the written grievance to the immediate supervisor, unless the cause of the grievance occurs at a higher level in which case it shall commence at that level. In all cases a copy of the grievance shall be provided to the director of personnel management. The grievance shall state the complaint and the remedy or relief sought.
2. The supervisor shall issue a written decision within five working days and give it to the employee and director of personnel management.
3. If a grievance remains unresolved or the decision is considered unacceptable, the employee shall present the written grievance, all supporting evidence and documentation, and a copy of the decision being appealed, to the department head or supervising commissioner within ten working days after the receipt of the decision or after such decision is due. The department head or supervising commissioner may or may not hold a hearing on the matter, but shall render a written decision to the employee with a copy sent to the director of personnel management within ten working days.
4. The decision of the department head or supervising county commissioner is final and non-appealable except for grievances involving suspension, involuntary transfer, demotion or dismissal, in which case the employee may appeal in writing to the career service council within ten working days after the receipt of the decision or after the decision is due. The council shall conduct a hearing within 30 days of receipt of the appeal. Within ten working days of the closing of a hearing, the council shall render

its findings and decision to all concerned parties in writing. The decision of the council is final. The council shall also report its decision to the county commission.

EFFECTIVE DATE: This resolution shall take effect immediately upon passage.

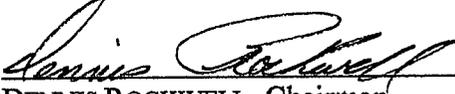
DATED this 22th day of June 2004.

ATTEST:

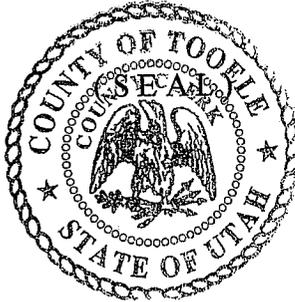
TOOELE COUNTY LEGISLATIVE BODY



DENNIS D. EWING, Clerk



DENNIS ROCKWELL, Chairman



Commissioner Rockwell voted aye
Commissioner White voted aye
Commissioner Lawrence voted absent

APPROVED AS TO FORM:



DOUGLAS J. AHLSTROM
Tooele County Attorney