



Legislation Details (With Text)

<b>File #:</b>	24-181	<b>Version:</b>	1	<b>Name:</b>	
<b>Type:</b>	Report	<b>Status:</b>		Agenda Ready	
<b>File created:</b>	2/16/2024	<b>In control:</b>		BOARD OF SUPERVISORS	
<b>On agenda:</b>	3/5/2024	<b>Final action:</b>			
<b>Title:</b>	Consideration of Rule 235 Unrepresented Grievance Procedure				
<b>Sponsors:</b>	Human Resources				
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	1. Rule 235 Grievance Procedure 3.5.pdf				

Date	Ver.	Action By	Action	Result
3/5/2024	1	BOARD OF SUPERVISORS		

Memorandum

**Date:** March 5, 2024

**To:** The Honorable Lake County Board of Supervisors

**From:** Pamela Samac, Human Resources Director

**Subject:** Consideration of Rule 235 Unrepresented Grievance Procedure

Executive Summary:

Staff submits for your Board’s consideration and approval the attached Rule 235 unrepresented Grievance Procedure.

The County of Lake does not have a grievance procedure for extra help and unrepresented employees. Staff recommends adding a grievance procedure to allow all employees access to the grievance procedure.

If not budgeted, fill in the blanks below only:

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

Purchasing Considerations (check all that apply):

Not applicable

- Fully Article X. <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$!26+Procedures+Manual/Ch4\\_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$!26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (describe process undertaken in “Executive Summary”)
- Section 2-38 <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)> Exemption from Competitive Bidding (rationale in “Executive Summary,” attach documentation, as needed)
- For Technology Purchases: Vetted and Supported by the Technology Governance Committee <<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> (“Yes,” if checked)
- Other (Please describe in Executive Summary)

Consistency with Vision 2028 <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):  Not applicable

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety               | <input type="checkbox"/> Disaster Prevention, Preparedness, Recovery |
| <input type="checkbox"/> Economic Development    | <input type="checkbox"/> Infrastructure              | <input type="checkbox"/> County Workforce                            |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake                                  |

**Recommended Action: Approve Rule 235 unrepresented Grievance Procedure.**