

Resolution No.: 17-197
Introduced: July 12, 2011
Adopted: July 12, 2011

**COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND**

By: County Council

SUBJECT: Approval of Executive Regulation No. 8-11, Amendments to Montgomery County Personnel Regulations, County Grievance System

Background

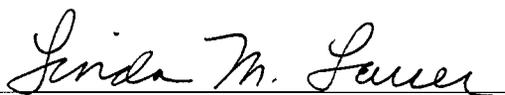
1. On June 15, 2011, the County Council received Executive Regulation 8-11 to amend Section 34 of the Personnel Regulations to increase the period of time for a department to respond to a grievance from 7 calendar days to 15 working days and to increase from 15 to 30 minutes the maximum time for each party to make a presentation before a settlement conference committee or peer resolution panel.
2. The proposed amendments mirror the changes to the grievance procedure contained in the recently negotiated collective bargaining agreement between the County and MCGEO.
3. Executive Regulation 8-11 is processed under Method 2 and takes effect upon adoption of the Council resolution approving it or on a later date specified in the regulation.

Action

The County Council for Montgomery County, Maryland approves the following resolution:

Executive Regulation 8-11 to amend Section 34 of the Montgomery County Personnel Regulations to increase the period of time for a department to respond to a grievance from 7 calendar days to 15 working days and to increase from 15 to 30 minutes the maximum time for each party to make a presentation before a settlement conference committee or peer resolution panel is approved.

This is a correct copy of Council action.


Linda M. Lauer, Clerk of the Council



MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

COPY

Subject	MCPR Amendments on County Grievance System	Number	8-11
Originating Department	Office of Human Resources	Effective Date	July 12, 2011

MCPR Amendments on County Grievance System

Executive Regulation No. 8-11

Issued by: County Executive

Supersedes: Executive Regulation No. 12-00AM II, in part

Authority: Montgomery County Code, 2004, §33-7(b)

Council review: Method 1

Montgomery County Register Volume 28 Issue 5

Comment deadline: May 31, 2011

Effective date: July 12, 2011

Summary: This regulation amends MCPR Section 34 to increase the period of time for a department to respond to a grievance from 7 calendar days to 15 working days. The regulation also increases from 15 to 30-minutes the maximum time for each party to make a presentation before a settlement conference committee or a peer resolution panel. These amendments mirror the changes to the grievance procedure contained in the recently negotiated collective bargaining agreement between the County and MCGEO.

Address for Comments: Office of Human Resources, Executive Office Building, 7th Floor
101 Monroe Street, Rockville, Maryland 20850

Staff contact: Stuart Weisberg, 240-777-5154, or stuart.weisberg@montgomerycountymd.gov

Please use the key below when reading this regulation:

Boldface

* * *

Heading or defined term.

Existing language unchanged by executive regulation.



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SECTION 34. GRIEVANCES

* * *

34-2. Eligibility to file a grievance.

* * *

- (d) An individual must be an employee of the County government when the individual files the grievance, unless:
 - (1) the 30-day time period to file a grievance extends after the date when the individual's employment is terminated by resignation, retirement, termination, or dismissal; or

* * *

34-8. Alternative dispute resolution (ADR).

* * *

- (b) *Ground rules for using ADR.*
 - (6) Each party is limited to a 30-minute presentation before a settlement conference committee or peer resolution panel.

* * *

34-9. Grievance procedure.

* * *

- (e) *Steps of the grievance procedure.* The following table shows the 3 steps of the grievance procedure, the applicable time limits, and the responsibilities of the parties at each step.

STEPS OF THE GRIEVANCE PROCEDURE



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Step	Individual	Responsibility of individual*
1	Employee	Present job-related problem informally to immediate supervisor.
		If unable to resolve the problem, submit a written grievance on appropriate grievance form to immediate supervisor within 30 calendar days.
		If the grievance is based on an action taken or not taken by OHR, submit the written grievance to the OHR Director.
	Department Director	Give the employee a written response within 15 working days after the written grievance is received.

* * *

Approved: Isiah Leggett 6/14/11
 Isiah Leggett, County Executive Date

Approved as to form and legality:
Aune T. Windle 4/5/11
 Office of the County Attorney Date