



County of San Diego

SUSAN BRAZEAU
ACTING DIRECTOR

DEPARTMENT OF HUMAN RESOURCES
LABOR RELATIONS
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**LETTER OF UNDERSTANDING
BETWEEN THE
COUNTY OF SAN DIEGO
AND THE
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 221
(RN UNIT)**

GRIEVANCE PROCEDURE – CLEAN UP

- I. This attests to and records the agreement of the parties to change the Grievance Procedure timeframes to consistently utilize calendar days.
- II. Specifically, the parties agree, that ARTICLE 11. GRIEVANCE PROCEDURE, Section D. Formal Written Grievance to Employee's Supervisor & Section I. Informal Review by Labor Relations Office shall be modified as follows:

D. Formal Written Grievance to Employee's Supervisor

If the employee chooses to formally pursue his/her grievance, he/she shall present the written grievance to his/her immediate supervisor within **ten (10) calendar** days after the date upon which the grieving employee informally discussed the grievance with the supervisor. The written grievance shall specify the Article, Section, and/or Subsection of this Agreement which is alleged to have been violated by the County, and shall specify dates, times, places and persons, and other facts necessary to a clear understanding of the matter being grieved. The immediate supervisor shall return a copy of the written grievance to the employee with his/her answer thereto in writing within **ten (10) calendar** days after receipt of the written grievance. If the grievance is not resolved at this level, the employee shall have **ten (10) calendar** days from receipt of the supervisor's answer within which to file an appeal to the next level.

This leave shall not be available to any employee currently on an approved leave of absence.

FOR THE COUNTY OF SAN DIEGO:



BRAD RANKIN
Interim Labor Relations Manager

Date: 3/27/14

**FOR THE SERVICE EMPLOYEES INT'L
UNION, LOCAL 221, CLC (SW UNIT):**



DAVID GARCIAS
President

Date: 4/8/2014