Utah Public Employees Association

Grievance representation
for public employees

What is a grievance...

A grievance is a claim by an employee that he or she is adversely affected by the misinterpretation or misapplication of a written company policy or collectively bargained agreement.

– Society for Human Resource Management

What you can grieve...

Disciplinary Actions

- Written reprimand
- Suspension
- Demotion
- Termination

Non-Disciplinary Actions

- Performance evaluation
- Hostile work environment
- Work-related issues

How to make a grievance...

Contact your UPEA representative. Grievances have timelines and it's important that you contact them as soon as possible when you know you want to file a grievance. You can contact your employee relations representative at:

Districts 5, 11 & 15
Jessica Bruner
jessica@upea.net
(801) 264-8732 ext. 216

Districts 1, 2 & 10
Val Marin
valerie@upea.net
(801) 264-8732 ext. 203

Districts 4, 6 & 13
Paige Barnson
paige@upea.net
(801) 264-8732 ext. 209

Districts 7, 8, 12 & 14
Blake Townsend
blake@upea.net
(801) 264-8732 ext. 212

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Disciplinary grievances
for public employees

Notice of intent

- The Agency notifies the employee of intent to discipline.
- The Employee has five (5) working days to respond.
- The Supervisor or manager will uphold or overturn the Notice of Intent:
  - If the Notice of Intent is upheld the employee will receive a letter imposing discipline.
  - If the Notice of Intent is overturned the process is complete and finished.

Letter imposing discipline

- The grievance process has begun with receipt of the letter.
- The Employee has ten (10) working days to grieve the action to the Division Director.
- The Division Director has five (5) working days to respond to the Employee's grievance.
- If the Discipline is upheld the Employee has ten (10) working days to grieve the decision to the Executive Director.
- If the Discipline is overturned the process is complete and finished.
- The Executive Director has the final decision.

Terminations go directly to the Executive Director.

Suspensions, demotions, and terminations can be appealed to the Career Service Review Office (CSRO) for an evidentiary hearing.

The process is the same for all grievances. The employee has ten (10) working days to file a grievance from the time the discipline is imposed or when the workplace issue occurred.

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