



# ENGINEERS & ARCHITECTS ASSOCIATION

## LABOR REPS REPORT – TO EAA STEWARDS

October 25, 2018

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### GRIEVANCE / DISCIPLINARY ISSUES

#### FINANCE

A Senior Tax Auditor filed a grievance in response to an Expectations Memo that he received. The Senior Tax Auditor believed that the Expectations Memo was unnecessary because he was aware of the requirements specified in the memo through prior management communications and because of his current position. The grievant also argued that the Expectations Memo was so general that it could have been applied to any employee. At the second level of formal review the grievance was presented to an Assistant Director of Finance. As a result of that presentation the Expectations Memo was rescinded.

#### Harbor

A member who works for the Harbor Department was threatened with receiving an NTCD for sending a cc to a subordinate when she emailed her supervisor. After extensive negotiations, the department agreed to seal the NTCD after one year if the behavior was not repeated.

#### Library

A member was being required to bring her own car to work and use it to report to libraries for service repairs. She filed a grievance stating she should be using a city vehicle, not her own. In a second level grievance, the exact wording of her job description was examined. It was agreed the stated requirement for a drivers license and auto insurance is not a requirement to actually have a car, and therefore the member was not required to use her own vehicle for field assignments but could use City vehicles as available. The grievance was resolved at that level.