

St Croix Valley Girls Fastpitch Association Grievance Policy
01/10/07

Grievance Committee Membership and Authority

An ad hoc grievance committee (GC) is formed upon receipt of a signed, written grievance by the board of directors. The committee shall be comprised of three board members who are not directly involved in the grievance. The president of the association is charged with selecting the committee. If the grievance is filed against the association's president then the treasurer shall be charged with selecting the committee.

The committee shall be formed within one week of receipt of the grievance. A committee chair will be named. The chair is responsible for providing the grieved party with a copy of the written grievance. The committee is granted the authority to conduct interviews with responsible parties for the purpose of determining probability of merit to the allegation(s). If the committee finds a probable basis for the grievance (reasonable person test applied here) then a grievance meeting shall be held within two weeks of the committee's formation. The committee is granted the authority to consult outside parties to help reach its final ruling. The grievance committee shall issue a final ruling in the form of a written Statement of Action upon conclusion of its findings. This written statement shall be delivered to the board of directors and the parties involved in the grievance within one week of the hearing (or two weeks from the formation of the committee if no hearing is held). A grievance is considered closed after the Statement of Action is delivered to the appropriate parties. The grievance committee is relieved of its duties upon delivery of its Statement of Action.

Grievance Meeting Protocol

The meeting shall be a closed meeting of the following individuals: (a) grieving individual(s), (b) grieved individual(s), and (c) grievance committee. The meeting format is left to the discretion of the grievance committee. In all grievance meetings, the grieving individual will be given an opportunity to explain his/her grievance and the grieved individual will be given a chance to rebut the claims. Only items written in the formal grievance will be considered germane to the meeting. The committee shall only rule on items written in the grievance.