



**HUMAN RESOURCES
DEPARTMENT
City of Burlington**

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**To: Human Resources Committee
AFSCME**

From: Susan Leonard, Director of Human Resources

Date: September 26, 2016

Re: Grievance regarding payment of group leader pay dated August 2, 2016

This grievance pertains to Article 9.6 of the Agreement between the City of Burlington and Local 1343 of the American Federation of State, County, and Municipal Employees. Article 9.6 clearly articulates that for an employee to qualify for group leader pay, "such assignments must be made in writing and name the two (2) or more crew members not counting the group leader. The group leader's supervisor must approve the group leader assignment in advance." Additionally, Article 16.3 states "No grievance shall be processed unless it is submitted: (a) within ten (10) business days after the employee concerned has become aware or should have become aware, through the use of reasonable diligence, of the occurrence of the event giving rise to the grievance."

I am denying this grievance, as it is my interpretation that 'group leader pay' does not apply as indicated in your grievance due to the following facts:

1. As required by Article 9.6 of the contract, the grievant was never assigned by a supervisor, in writing, to be in charge of two or more named employees. This article also requires any such documentation of an assignment to be approved by the group leader's supervisor in advance of the assignment being carried out by an employee.
2. Pursuant to Article 16.3, this grievance is untimely as it was not submitted within 10 business days after the grievant had become aware or should have become aware, through the use of reasonable diligence, of the occurrence or reoccurrence of the event giving rise to the alleged grievance.