

PMR 4: EMPLOYEE RELATIONS RESOLUTION

APPLICABILITY & PURPOSE

Pursuant to relevant law, this Personnel Management Regulation (PMR) ~~restates~~ represents the County's Employee-Employer Relations Resolution ~~No. 2001-86~~ established for the orderly administration of labor management relations as provided for in California Government Code ~~§§3500-3504~~ 3511.

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FORMS AND OTHER ATTACHMENTS

APPROVAL

4.1 Definitions

As used in this PMR, the following terms have the meanings indicated:

- A. Certified Employee Organization. An employee organization which has been formally certified by the County as the exclusive representative of a particular bargaining unit in accordance with the procedures set forth in Section 4.7.
- B. Confidential Employee. An employee who is required to develop or present management positions with respect to employer-employee relations or whose duties normally require access to confidential information contributing significantly to the development of management positions on matters of employer-employee relations.
- C. Impasse. A situation where, after meeting and conferring in good faith over matters within the scope of representation, the representatives of the County and a Certified Employee Organization

have reached a point where their differences remain so substantial and prolonged that further meeting and conferring would be futile.

- D. Managerial Employee. An employee having significant responsibilities for formulating or administering agency or departmental policies and programs or administering an agency or department. Supervising staff or managing daily operations do not by themselves establish managerial status
- E. Proof of Employee Support. Proof of employee support for representation petitions, including certification, requests for recognition, decertification, severance or unit modification shall clearly demonstrate that the employee desires to be represented by the petitioning organization, decertify a recognized organization, sever from an established bargaining unit or modify an existing bargaining unit. Proof of employee support may be demonstrated by any one of the following original documents or a combination thereof: (1) Authorization cards or petitions; (2) Membership applications; (3) current (voluntary) dues deduction authorization cards; and/or (4) a notarized membership list, provided it is accompanied by both the date of each member's signature on an enrollment form, membership application or designation card(s) and a sample of such signed forms. Such original documents must be supported by a declaration under penalty of perjury that the employee organization has on file the documents which indicate the employee's desire to be represented by the employee organization. Each such document shall be considered as proof of employee support only if it: (1) includes the employee's printed name, personal signature, job title or classification and is personally dated by the employee; and (2) was obtained within one year immediately prior to the filing of the petition.
- F. Professional Employee. In accordance with Government Code §3507.3, an employee engaged in work requiring specialized knowledge and skills attained through completion of a recognized course of instruction, including, but not limited to, attorneys, physicians, registered nurses, engineers, architects, teachers, and the various types of physical, chemical and biological scientists.

4.2 Employee's Rights

- A. Enumeration. Each employee of the County of Marin will enjoy, among others, the following rights:
 - 1. The right to organize, form, join and participate in the activities of an employee organization of his/her/their ~~choice~~ own choosing, subject to the provisions of this resolution, for the purpose of representation on matters of employer-employee relations.
 - 2. The right to refuse to join or participate in the activities of employee organizations.
 - 3. The right to represent himself or herself individually in his or her employment relations with the County, except for the purpose of meeting and conferring over issues within the scope of representation if such employee is represented by a ~~recognized employee organization~~ Certified Employee Organization.
- B. Non-Interference
 - 1. Employees will not suffer discrimination, receive preferential treatment or be denied equitable treatment because of membership or lack of membership in any employee organization.

2. Employees will have complete freedom from management domination and censorship in the exercise of the rights above specified. The Board of Supervisors and/or managerial employees will refrain from any action which might prevent or discourage subordinate employees from seeking organization. Neither the Board of Supervisors nor managerial employees will encourage subordinates to join any organization in preference to any other.

4.3 Representation Units

- A. Appropriateness of Unit. For the purpose of this resolution, a representation unit is the largest feasible grouping of county employees, which has a community of interest. ~~B. Managerial employees or employees with a confidential relationship to county management will not be included in a representation unit encompassing other types of employees.~~ C. The Personnel Commission will determine whether classifications included in a request for certification are in fact managerial using the following criteria to define "managerial": 1. Any individual having responsibility for formulating, administering or managing the implementation of county policies and programs, or any individual having authority in the interest of the County to hire, transfer, suspend, lay off, recall, promote or discharge other employees, or responsibility to direct them, or to adjust their grievances, if in connection with the foregoing he/she is accountable to the appointing authority for such action and the exercise of such accountability is not merely of routine or clerical nature but requires the use of independent judgment. Factors to be considered in determining whether a community of interest exists shall be:

1. Similarity of knowledge, skill and abilities, working conditions, job duties or similar educational requirements.
2. The number of employees and classifications, and the effect on the administration of employer-employee relations created by the fragmentation of classifications and proliferation of representation units.
3. The effect of the proposed unit on the efficient operation of County services and on sound employer-employee relations.
4. Consistency with the organizational patterns of the County.
5. The history of employee representation in the unit, among other employees in the County, and in similar public employment, except however, that no unit shall be deemed appropriate solely on the basis of the extent to which employees in the proposed unit have been organized in the past.
6. Effect of differing legally mandated impasse resolution procedures.

B. Representation Rules Governing Certain Groups of Employees

1. Managerial and Confidential Employees. Managerial employees and confidential employees shall not be included in any bargaining unit which represents other employees (non-management or non-confidential employees) on matters within the scope of representation. This section does not otherwise limit managerial and confidential employees from forming, joining and participating in the activities of an employee organization for the purpose of representation on matters of employer-employee relations. If a dispute exists about whether a classification(s) included in a request for certification is (are) in fact managerial or confidential, an exclusive representative, the County or both may submit a petition for unit modification to

the Public Employment Relations Board (PERB) and/or utilize the procedure described in Section 4.10.

2. Peace Officers. In accordance with Government Code §§3500, et seq. (the Meyers-Milias-Brown Act), peace officers, as defined in the California Penal Code (Chapter 4.5, Title 3), may join, participate in and be represented by employee organizations within bargaining units composed solely of such peace officers. These units shall not be subordinate to any other employee organization.
3. Professional Employees. Professional employees shall not be denied the right to be represented separately from non-professional employees by a professional employee organization consisting of such employees.

4.4 Rights of Certified Employee Organizations

~~An employee organization certified as the representative of a majority of all employees in a representation unit in accordance with the procedure hereinafter set forth~~ A Certified Employee Organization will be afforded appropriate rights and privileges, including, but not limited to, the following:

- A. The right to have regular membership costs and dues of its members, who so request, collected by payroll deductions pursuant to procedures prescribed by the ~~Auditor-Controller~~ County Department of Finance.
- B. The reasonable use of space on bulletin boards either in County departments and/or on ~~County Intranet (MINE)~~ the County's internal communications platform site.
- C. The right to contact County employees during their duty period, provided that ~~the department head is notified of such activities prior arrangements have been made for each such contact with the~~ Department Head or his/her designee, and such contact does not interfere with public service or safety requirements ~~and does not compromise the confidentiality of County records/information.~~ This Subsection (4.4 A3) does not preclude the County from adopting reasonable rules of access, consistent with this Subsection (4.4 A3) for representatives of employee organizations to contact employees at their work locations.
- D. The right to use County conference rooms and meeting facilities on the same basis as other organizations.
- E. The right to distribute information to county employees and, when practicable, to use county information channels, that have been approved by the Human Resources Department, for such distribution, ~~as indicated in 2 above.~~
- F. ~~The right to be informed by management, in advance, before proposed policy, benefit, or working condition changes directly affecting employee interest are made.~~ Except in cases of emergency, the right to be informed by management, in advance, before implementing changes in policy, benefit, or working conditions within the scope of representation that affect employee interests. Pursuant to Government Code §3504.5(b), in cases of emergency when the Board of Supervisors determines that an ordinance, rule, resolution or regulation must be adopted immediately without prior notice or meeting with a recognized employee organization, the County shall provide notice and an opportunity to meet at the earliest practicable time following the adoption of the ordinance, rule, resolution or regulation. To the extent required by law, the County will meet and confer over such changes.

- G. The opportunity to meet and confer with County management representatives on matters relating to wages, hours and other terms and conditions of employment within the scope of representation.

4.5 County's Rights

Pursuant to Government Code §3504, the County may, without meeting and conferring, determine the nature, extent, merits, necessity, organization and staffing of any service or activity of the county and exercise any other rights, duties or obligations conferred by law.

~~4.4 — Certification~~

~~A. — Employee Organization Definition. For the purpose of this resolution, the term "employee organization" will mean any organization, professional society, or union that has as its primary purpose representing employees in their employment relationship with the County.~~

~~B. — Statement of Representation. An employee organization may file a statement of representation with the Director of Human Resources. Said statement must contain:~~

- ~~1. Name and address of employee organization.~~
- ~~2. Names and titles of its officers.~~
- ~~3. Names of employee organization representatives who are authorized to speak on behalf of the organization.~~
- ~~4. A statement that the employee organization has, as one of its primary purposes, the responsibility of representing employees in their employment relations with the County.~~
- ~~5. A statement whether the employee organization is a chapter of, or affiliated directly or indirectly in any manner, with a local, regional, state, national or international organization, and, if so, the name and address of each such other organization.~~
- ~~6. Certified copies of the employee organization's constitution and bylaws.~~
- ~~7. A designation of those persons, not exceeding two in number, and their addresses, to whom notice sent by regular United States mail will be deemed sufficient notice to the employee organization for any purpose.~~
- ~~8. A statement that the employee organization has no restriction on membership based on race, color, religion, creed, sex, national origin, age, sexual orientation, mental or physical disability or medical condition.~~
- ~~9. The job classifications or position titles of employees in the unit claimed to be appropriate and the approximate number of member employees therein.~~
- ~~10. A statement that the employee organization has in its possession proof of employee support as herein defined to establish that a majority of the employees in the unit claimed to be appropriate have designated the employee organization to represent them in their employment relations with the County. Such written proof will be submitted for confirmation to the Human Resources Director or to a mutually agreed upon disinterested third party.~~
- ~~11. A request that the Personnel Commission formally acknowledge the petitioner as the Certified Employee Organization representing the employees in the unit claimed to be appropriate for the purpose of meeting and conferring in good faith.~~

4.6 Procedure for Registration of Employee Organizations Prior to Certification

- A. Statement of Representation. An employee organization that desires to become a Certified Employee Organization shall first register by filing a statement of representation with the Director of Human Resources. The statement must contain:

1. Name and address of employee organization.

2. Names and titles of its officers.
 3. Names of employee organization representatives who are authorized to speak on behalf of the organization.
 4. A statement that the employee organization has, as one of its primary purposes, the responsibility of representing employees in their employment relations with the County.
 5. A statement whether the employee organization is a chapter of, or affiliated directly or indirectly in any manner, with a local, regional, state, national or international organization, and, if so, the name and address of each such other organization.
 6. Certified copies of the employee organization's constitution and/or bylaws.
 7. A designation of those persons, not exceeding two in number, and their addresses, to whom notice sent by regular United States mail will be deemed sufficient notice to the employee organization for any purpose.
 8. A statement that the employee organization has no restriction on membership based on race, color, religion, creed, sex, national origin, age, sexual orientation, mental or physical disability or medical condition.
 9. The job classifications or position titles of employees in the unit claimed to be appropriate and the approximate number of member employees therein.
 10. A statement that the employee organization has in its possession proof of employee support, as defined in Section 4.1 and also referenced in Section 4.7A, to establish that at least 30% of the employees in the unit claimed to be appropriate have designated the employee organization to represent them in their employment relations with the County. Such written proof will be submitted by certified mail for confirmation to PERB with a copy served to the County Director of Human Resources.
 11. A request that the County formally acknowledge the petitioner as the Certified Employee Organization representing the employees in the unit claimed to be appropriate for the purpose of meeting and conferring in good faith.
- B. Upon receipt of the statement of representation, the Director of Human Resources shall verify that the statement complies with the requirements of this Section and, provided the requirements are met, notify the employee organization within ten (10) business days that it is registered. If it is determined that the statement of representation does not comply with the requirements of this Section, within ten (10) business days of receiving the petition, the Director of Human Resources will notify the petitioning organization. Thereafter, the petitioning organization shall be provided ten (10) business days to cure the deficiency(ies) and submit the amended statement of representation to the Director of Human Resources. The Director of Human Resources shall notify the employee organization of his/her decision within ten (10) business days of receiving the amended statement of representation.
- C. Any changes in the facts submitted in the statement of representation shall thereafter be reported by the employee organization to the Director of Human Resources in writing within ten (10) business days of the occurrence of the change.

4.7 Certification / Recognition Procedure

- A. Request for Certification. Any employee organization registered pursuant to Section 4.6 may request recognition as the Certified Employee Organization by filing with PERB a written request for certification indicating verification of proof of employee support, as defined in Section 4.1, of at least 30% of the employees in the established or proposed bargaining unit and by submitting all documentation substantiating the proof of employee support. The request for certification, including all accompanying documents, must be submitted by certified mail to PERB. A copy of the request shall also be served to the County Director of Human Resources and any existing Certified Employee Organization which represents employees covered by the Petition.

If a certification petition concerns an existing bargaining unit represented by a Certified Employee Organization or part thereof, a petition may only be filed after the initial one year period following certification of an employee organization or, if the term of the collective bargaining agreement three years or less, during a window period of 29 days which is less than 120 days but more than 90 days prior to the expiration date of a memorandum of agreement between a certified organization and the County, whichever is later. If the term of the collective bargaining agreement is more than three years, the window periods for filing shall be: (1) not more than 180 days and not less than 150 days prior to the third anniversary of the agreement's effective date; and (2) thereafter not more than 180 days and not less than 150 days prior to the end of each subsequent year of the agreement, until expiration of the agreement.

If the proposed representation bargaining unit is different from the current bargaining unit determination, the employee organization shall simultaneously file a petition for modification of the unit pursuant to Section 4.9. Within ten (10) business days following service of a petition, the County shall conspicuously post a notice of the petition in the work location(s) where the affected employees are employed. The notice(s) shall remain posted in such work location(s) for a minimum of 15 business days.

B. Response to Petition

1. The County may file with PERB a responding statement to the petition within fifteen (15) business days following the service date of the petition.
2. At the expiration of the 15-business day period noted above, the PERB will verify that the request for certification, including the required proof of employee support, complies with the requirements of Section 4.7 A and will notify the parties of its determination. In making such determination, PERB will also consider any responding statement submitted by the County.
3. PERB will investigate the certification petition(s), and where appropriate, it may make inquiries, conduct an investigation, or conduct an election to decide questions raised by the petition.

- C. Challenging Petitions. Within thirty (30) calendar days from the date of the posting(s) of the notice as described in Section 4.7 A any other registered employee organization may file a challenging petition seeking to be recognized as the Certified Employee Organization of the employees in the same or in an overlapping unit (one which corresponds with respect to some but not all the classifications). The challenging petition shall comply with all requirements for a request for certification, as set forth above in Section 4.7 A. Challenging petitions shall be processed in accordance with Section 4.7 A and 4.7 B.

D. Decision by PERB Regarding Petition(s) PERB shall take one of the following actions regarding the petition(s):

1. Dismiss the petition based on the filing requirements of Section 4.7A and/or investigation.
2. Consistent with Government Code §3507.1, confirm certification of the employee organization as the exclusive representative of the bargaining unit if it is verified that a majority (more than 50%) of the eligible employees in an appropriate bargaining unit have submitted proof of employee support indicating their desire for representation by the petitioning organization and the requirements of Section 4.7A for certification have been met, unless an existing employee organization is recognized as the exclusive or majority representative of all or part of the bargaining unit under petition or unless another registered employee organization has submitted a competing petition for certification that meets all the requirements of Section 4.7A including a demonstrated proof of support of at least 30% of an appropriate unit.
3. Conduct an election to determine the majority wishes and/or resolve conflicting representation issues if the requirements of Section 4.7A have been met and there is a demonstrated proof of support of at least 30% of the employees in the appropriate unit.
4. If there is an existing Certified Employee Organization and there is verification that at least 30% of the eligible employees have submitted proof of employee support for a second employee organization, PERB shall conduct an election to determine majority wishes or resolve conflicting representation claims.
5. PERB may also take one of the following actions, which may be taken in conjunction with one of the other actions listed above, in response to a petition seeking to establish or modify a bargaining unit:
 - a. Establish a representation unit as proposed or with modifications.
 - b. Establish one or more representation units which vary from the proposed unit, either to resolve conflicting claims or to better reflect community of interest, or for reasons of administrative feasibility.

E. Election Procedures.

1. Pre-Election Conference. Prior to an election, the election supervisor will arrange for at least one pre-election conference. Subject to the approval of the election supervisor, the list of eligible voters, the type of election, the date(s), time(s), and location(s) of the election shall be determined at the conference. At this time, the parties shall have the opportunity, subject to the approval of the election supervisor, to prescribe additional rules and procedures for conducting the election.
2. Eligible Voters. Eligible voters shall include all employees who occupy classifications within the designated appropriate bargaining unit(s) who were employed during the pay period immediately prior to the date which ended at least thirty (30) calendar days before the date the election commences or other cutoff date established by the parties and who are employed by the County in the unit(s) on the date of election. Eligible voters shall include current employees

who did not work during such period because of illness, vacation, or other authorized leaves of absence.

3. List of Eligible Voters. The election supervisor will endeavor to seek agreement upon a list of eligible voters between the County and the employee organizations qualified to be included on the ballot. If such agreement is not reached, the election supervisor shall make the determination of eligible voters and shall notify all affected parties of the determination. This list shall then become the official list of eligible voters.
4. Ballot Content. All employee organizations with duly submitted petitions that have been determined to be in conformance with the provisions of this PMR shall be included on the ballot. In a representation election, the ballot shall contain the choice of “no organization.” The election supervisor will determine by lot the order in which the names of the employee organizations will appear on the ballot.
5. Election Observers. Each party to the election, which in all cases shall include the County, may station no more than one authorized observer or representative in each voting place during the election. Absence of one or more party’s observers at the election shall constitute a waiver of the right to have an observer present but shall not prevent the election from proceeding.
6. Challenged Ballots. Any observer may challenge the eligibility of the voter for good cause and it shall be the duty of the election supervisor to mark the envelope as a challenged ballot. The election supervisor will determine whether challenged ballots are of sufficient number to affect the results of the election. If the challenged ballots are sufficient to affect the results of the election, the election supervisor shall resolve all of the challenges to the ballots. If not, the challenged ballots need not be resolved. The decision of the election supervisor shall not be subject to appeal and shall be final and binding on all parties.
7. Certification/Recognition. An employee organization shall be formally acknowledged as the Certified Employee Organization for the designated appropriate unit following an election or runoff election if it received a numerical majority vote of the valid votes cast. Where there are three or more choices and no one choice receives a majority of the valid ballots cast, a runoff election shall be conducted between the two choices receiving the largest number of ballots cast.
8. Costs. Costs of conducting elections shall be borne in equal shares by the County and each employee organization appearing on the ballot.

4.8 Effect of Decision

- A. A decision establishing and defining a representation unit will be accompanied by a certification that an employee organization represents a majority of all employees in the unit if such is the case, and such organization will be deemed to be certified.
- B. An organization not certified may nevertheless represent its members to the extent allowed by Government Code §§3500, et seq. (MMBA)-~~3511 3509 as currently in effect and as amended in the future.~~
- C. A decision establishing a unit, certifying or decertifying a majority representative, or dismissing a claim is valid and effective for a period of one year, and may be renewed without hearing for an additional one-year period~~s~~ except as provided below.

- D. Disputes which the parties are unable to resolve voluntarily shall be subject to the provisions of Section 4.10.

4.9 **Modification (Including Severance) of Established Unit and Decertification**

- A. ~~A petition for modification of a unit and/or decertification may be filed with the Director of Human Resources after the initial one year or during a window period of no more than 180 days or less than 150 days prior to the expiration date of a collective bargaining agreement between the certified organization and the County, whichever is later. Absent an agreement of the County and Employee Organization(s) to modify a bargaining unit, a petition for modification of a unit or decertification of a Certified Employee Organization shall be submitted by certified mail to PERB, with a copy served to the Director of Human Resources, after the initial one year period following certification of an employee organization or if the term of the collective bargaining agreement is less than three years, during a window period of 29 days which is less than 120 days but more than 90 days prior to the expiration date of a memorandum of agreement between the Certified Employee Organization and the County, whichever is later.~~

If the term of the collective bargaining agreement is more than three years, the window periods for filing shall be: (1) not more than 180 days and not less than 150 days prior to the third anniversary of the agreement's effective date; and (2) thereafter not more than 180 days and not less than 150 days prior to the end of each subsequent year of the agreement, until expiration of the agreement.

- B. Such petition may be filed by:

1. The Certified Employee Organization as a disavowal of interest;
2. Another employee organization provided the petition is accompanied by proof of employee support of at least ~~thirty per cent~~ 30% of all employees in the existing or proposed unit or 30% of the employees proposed to be added;
3. Any group of employees consisting of at least ~~thirty per cent~~ 30% of all employees in the unit;
4. The ~~County Administrator~~ Director of Human Resources may file a petition for modification for reasons related to substantial changes in County functions, organizational structure or job classifications.

- C. ~~The certification procedure will be as set forth in 4.5, above. Such requests shall be submitted in the form of a statement of representation as set forth in Section 4.7. However, with respect to requests for modification of established unit(s), the statement of representation must also include a complete statement of all relevant facts and citations in support of the proposed modified unit(s) in terms of the policies and standards for representation units set forth in Section 4.3.~~

- D. The certification procedure will be as set forth in Section 4.7 and a decision shall have the same effect as set forth in Section 4.8.

4.10 Resolution of Representation

Disputes. Should the parties be unable to resolve a dispute regarding an issue of certification, decertification, election or bargaining unit modification based on the application of these rules and PERB determines that it is beyond its authority to make a final decision, a third party neutral shall be mutually selected by the parties to adjudicate the dispute. Within twenty-one (21) calendar days of hearing the disputed matter, the third party neutral shall make a binding decision.

4.11 Conferences

- A. General. Each Certified Employee Organization ~~may~~ shall have the right to meet and confer with County representatives to the extent reasonably necessary to represent ~~its members regarding salaries, hours, working conditions, and other similar matters relating to the welfare of employees~~ employees of its bargaining unit(s) regarding hours, wages and other terms and conditions of employment. When requested by a Certified Employee Organization, County representatives and employee organization representatives will meet and confer in good faith and endeavor to reach agreement.
- B. Frequency and Duration. ~~The frequency and duration of such conferences may be limited by the County Administrator upon the basis of the number of employees represented by the organization and the nature of the matters to be discussed. Upon request, the parties shall meet and confer in good faith for a reasonable period of time.~~
- C. Coordination. ~~The County Administrator may request that two or more employee organizations meet with County representatives, at the same time, to discuss similar or related issues. Coalition Meetings. The County or a Certified Employee Organization may request that two or more Certified Employee Organizations meet with County representatives, at the same time, to discuss similar or related issues. Coalition meet and confer, however, shall require agreement of the County and Certified Employee Organizations.~~

4.12 Collective Bargaining

- A. Agreements. Any ~~collective bargaining agreement memorandum of agreement~~ reached by County representatives and representatives of an organization certified as representing a majority of the employees in a representation unit a Certified Employee Organization will be reduced to writing and will bind the County of Marin and the signatory organization, if ~~ratified~~ approved by the Board of Supervisors.
- B. Impasse Procedure
 - 1. Declaration of Impasse and Scheduling of Impasse Meeting. If the meet and confer process has reached an impasse, as defined in Section 4.1, either party may declare impasse and invoke impasse procedures by submitting to the other party a written declaration of impasse and a request to schedule an impasse meeting, together with a statement in detail of its position on all disputed issues. The purpose of the meeting shall be: (a) to identify and specify the issue(s) that remain in dispute; (b) to review the positions of the parties in a final effort to resolve such disputed issue(s); and (c) if the dispute is not resolved, to discuss arrangements for the utilization of the impasse procedures provided herein.
 - 2. Option for Mediation. If agreement is not reached in negotiations between County representatives and representatives of a Certified Employee Organization, mediation of the issues remaining in contention may be sought by mutual consent of the Board of Supervisors and the Certified Employee Organization.
 - 3. Request for Fact-Finding. A Certified Employee Organization may request that the parties' differences be submitted to a fact-finding panel pursuant to Government Code §3505.4.

Members of the fact-finding panel shall be selected, and the fact-finding hearings shall be conducted, in accordance with Government Code §§3505.4 et seq.

4. Post-Impasse Procedures and Board Action. Upon the exhaustion of the impasse procedures described herein, the Board of Supervisors may take such action as it deems appropriate and consistent with applicable law, including but not limited to:
 - a) Adoption of the fact-finding panel's recommendations, in whole or in part; or
 - b) Implementation of its last, best, and final offer pursuant to Government Code §3505.7; or
 - c) Such other action as may be authorized by law.

4.13 Grievances

~~A grievance procedure will be established by the Personnel Commission and adopted by the Board of Supervisors which will provide a uniform procedure available to all county employees to seek adjustment of grievances arising out of their employment relations. This grievance procedure is set forth in PMR 24. A grievance procedure has been established by the County's Personnel Management Regulation No. 24 or an applicable memorandum of agreement which provides a procedure available for all County employees to seek adjustment of grievances arising out of their employment relations.~~

4.14 Other Laws

Nothing contained herein will be deemed to modify or abrogate existing rights and responsibilities of the County and/or its employees to the extent they are governed by Federal law, State law or County ordinances.

FORMS AND OTHER ATTACHMENTS

Not applicable.

APPROVAL