

FORT MYERS POLICE DEPARTMENT

GENERAL ORDER 7.3

TITLE: Grievance Procedures

INDEXING: Grievance Procedures, Grievance Records

ISSUED: 09/01/95 | **REVISED:** 12/10/2024 | **RESCINDS:** 01/18/2019

C.A.L.E.A. STANDARDS: 25, 26 | **C.F.A. STANDARDS:** N/A | **PAGES:** 2

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This general order contains the following numbered sections:

- I. Definitions
- II. Procedure
- III. Grievances

PURPOSE

The purpose of this general order is to ensure that every police department employee understands the grievance procedures as outlined in the appropriate collective bargaining agreement and in City Policy HR 6.05 Grievance Procedure.

SCOPE

This procedure shall apply to all Fort Myers Police Department personnel.

SECTION I: DEFINITIONS

- A. Grievance: Defined in City Policy HR **6.19** as, an employee's expressed dissatisfaction concerning any interpretation or application of a work-related policy by management, Supervisors, or other employees. Refer to appropriate Collective Bargaining Agreement (C.B.A.) for applicable contract definitions.

SECTION II: GRIEVANCES

- A. Every Fort Myers Police Department employee has the opportunity to use grievance procedures without fear of reprisal or without prejudice in any manner to their employment status. The Fort Myers Police Department conforms to the grievance procedures as outlined in the collective bargaining agreements, for employees covered by such agreements, as well as City Policy HR **6.19** Grievance Procedure.

Additionally, sworn officers may grieve disciplinary actions through the Civil Service process as outlined in the Municipal Code of Fort Myers Article, VI-Civil Service, Division 2-Police Department, Sec. 2-492 and 2-497. **(C.A.L.E.A. 22.4.1, 26.1.6)**

- B. Maintenance and control of grievance records: During and after the grievance process the Office of the Chief of Police shall provide for the maintenance, security, and control of such records with the use of locking file cabinets. **(C.A.L.E.A. 22.4.2)**
- C. Annual analysis: The Administrative Bureau Commander or designee is responsible for the coordination of grievances and shall conduct an annual analysis of grievances. The analysis will

serve as a management tool in identifying problems within the agency that must be addressed. A report of the completed analysis will be reviewed by the Chief of Police and command staff. (C.A.L.E.A. 22.4.2) (C.A.L.E.A. 22.4.3)

SECTION III: PROCEDURES

All personnel covered by a collective bargaining agreement shall follow the procedures set forth in the appropriate contract. Any employee not covered by a collective bargaining agreement shall adhere to the grievance procedures outlined in City Policy HR 6.19 Grievance Procedure. (C.A.L.E.A. 25.1.1)

REFERENCES:

Florida State Statutes, Chapter 447

International Union of Police Associations Local 6065

International Union of Painters and Allied Trades, Local Union 2301 Labor Contract

Municipal Code of Fort Myers, Article VI-Civil Service, Division 2-Police Department, Sec. 2-492 and 2-497.

HR 6.19

APPROVED:

[DIGITAL SIGNATURE ON FILE]

12/10/2024

Jason Fields, Chief of Police
Fort Myers Police Department

Date _____