

## **Staff Report**

**Subject:** Approval of Effingham County Probation Department Grievance Policy

**Author:** Bonnie Saxon, Chief Probation Officer

**Department:** Probation

**Meeting Date:** May 2, 2023

**Item Description:** Request to approve Effingham County Probation Department Grievance Policy.

### **Summary Recommendation**

Staff recommends approving the Effingham County Probation Department Grievance Policy.

### **Background**

In February, the DCS Commissioner asked how misdemeanor providers handle complaints/grievances. Effingham County Probation Department does not have an existing policy.

### **Alternatives**

1. Recommend approval of Effingham County Probation Department Grievance Policy.
2. Disapprove and provide staff with guidance on how to proceed.

**Other Alternatives:** None

**Department Review:** County Manager, Probation and Human Resources.

**Funding Source:** No impact.

**Attachment:** Effingham County Probation Grievance Policy  
Effingham County Probation Policy Background Info