

5510.5150 STEP TWO.

Subpart 1. **Grievance not resolved.** If the immediate supervisor is unable to resolve the grievance or has not responded in writing within the period under part 5510.5140 (step one), the exclusive representative may serve a written grievance on the next appropriate level of supervision.

Subp. 2. **Serving grievance.** The written grievance must:

A. concisely state the nature of the grievance, the provisions of the contract or the just-cause situation in dispute, and a statement of the relief or remedy requested; and

B. be served on the employer's representative within 15 days after the immediate supervisor's response was due under part 5510.5140 (step one).

Subp. 3. **Attempt to resolve grievance.**

A. The employer's representative must meet with the exclusive representative's agent within five days after the written grievance is served, and both parties must attempt to resolve the grievance.

B. The employer's representative must serve a written response to the grievance on the exclusive representative's agent within five days of the meeting.

C. The response must concisely state:

(1) the employer's position on the grievance; and

(2) the remedy or relief the employer is willing to provide, if any.

Statutory Authority: *MS s 179.02; 179.82; 179A.04; 179A.16; 626.892*

History: *11 SR 2077; 46 SR 1387*

Published Electronically: *July 27, 2022*