



**COUNTY OF DANE**  
DEPARTMENT OF ADMINISTRATION  
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**GREG BROCKMEYER**  
DIRECTOR OF ADMINISTRATION

MEMORANDUM

DATE: January 9, 2020  
TO: Brian Standing  
FROM: Greg Brockmeyer  
Director of Administration  
SUBJECT: Step 3 Grievance Decision

The grievance is denied. Upon review of the Step 3 Grievance filed on January 12, 2018 and supplemented on December 9, 2019, the nature of the dispute centers around a flu-vaccine workplace policy that was developed, drafted and administered by the Public Health Department of Madison and Dane County. The policy is not contained in the Employee Benefit Handbook ("EBH"), and it does not directly conflict with any provision in the EBH. Accordingly, the grievance falls outside of the grievance process set forth in the EBH, and I must deny it.

The grievance, however, contains claims of discrimination. As such, it must be handled expeditiously and comprehensively by the county department charged with investigating those types of allegations. As a result, I have forwarded the grievance to the Office for Equity and Inclusion and have asked Corporation Counsel to assist the Office.

Sincerely,  
Greg Brockmeyer

Cc: Wesley Sparks, Director of the Office for Equity and Inclusion (via email)  
Carrie Braxton, Manager of Equal Employment Opportunity (via email)  
Carlos Pabellón, Deputy Corporation Counsel (via email)