

# **Houston County Sheriff's Office**

## **Communications Division**

### **Annual Grievance Analysis**

#### **2021**

This report serves as a review and analysis of Grievances filed as mandated in the Houston County Sheriff's Office Standard Operating Procedures.

#### **BACKGROUND/DISCUSSION:**

On January 3, 2022, I conducted an analysis of grievances that spanned from January 1, 2021 to December 31, 2021. The analysis examined grievances filed by gender, race, employment status (part time/full time), assigned shift, complaint type (procedural/person) outcome, and level which the grievance was resolved. At this time, there were no grievances on file for the specified time period.

Chapter 6 of the Houston County Sheriff's Office SOP details the process to file a grievance. This policy is available to all employees. All employees have signed off on the policy indicating that they are aware of the policy's existence.

#### **CONCLUSION:**

The analysis conducted on January 3, 2022 did not identify any patterns or problems with the practices of the Communication Division. The grievance policy has been given out a few different times to help show employees how to file a grievance, but there was no grievance filed. Since there were no new grievances or data to analyze, there is no indication that there are any problems with the current practices of the Communication Division.

#### **RECOMMENDATIONS:**

I do not recommend any changes or modifications at this time.

---

Effective Date: 01/03/2022

Prepared by: Sgt. Veronica Edens

Next Annual Review Date: 01/01/2023

Training/Accreditation Manager