

Adams County 4-H Leaders Association Grievance Procedure

A “grievance” shall be defined as a dispute or disagreement raised by a Volunteer, Participating family, or Youth against the Adams County 4-H Leader Organizational policies involving the interpretation or application of such policies.

Grievances shall be processed in the following manner:

Step 1) The grievant shall present his/her grievance verbally or written to the President of the A.C. 4-H Leaders Association, Inc. Executive Board. Upon notification the President will schedule the grievance at their next regularly scheduled Executive Board meeting.

The President of the Association will then contact the grievant in writing of the decision the Executive Board made within 5 working days.

Step 2) If a satisfactory settlement is not reached at the Executive Board level, the grievant shall prepare & present the grievance to the Adams County 4-H Agent. The Agent will then become an arbitrator who shall hear the dispute between the grievant & the Executive Board. The written decision will be issued by the agent within 10 working days.

Approved 01/18/2016

Amended & Approved 07/20/2026