

TRUMBULL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Policy

Section 6.3

EMPLOYEE DUE PROCESS HEARING

Purpose:

This policy has been developed to ensure employees are provided a fair procedure in which they are informed of and have the opportunity to respond to allegations of misconduct that may result in suspension or termination.

Policy:

Before any disciplinary action which may result in suspension or termination is imposed on any employee, an employee due process hearing shall be scheduled by the Superintendent or his/her designee. A hearing officer who is unrelated to the charge(s) against the employee and who is not in a direct line of supervision of the employee shall conduct the hearing. The employee and/or their union representative(s) shall be duly informed of the allegation of misconduct at least two (2) days in advance of the hearing and afforded an opportunity to respond to the charges. The hearing officer shall submit a determination of the facts regarding the alleged misconduct to the Superintendent. The Superintendent will consider what discipline, if any, is warranted based on the report provided by the hearing officer.

Adopted: 1/26/98

Revised: 6/25/2012