

Kentucky Association of State Employees Legal Defense Fund Policy



The KASE Board of Directors adopted the following legal defense policy on May 10th, 1997.

The KASE Legal Defense Fund was established:

1. To defend members whose job security has been threatened?
2. To assist only state employees who are KASE members.
3. To give the KASE Board of Directors flexibility to award grants based on the amount of money available in the fund.

A member in good standing may apply for Legal defense financial assistance based on the following formula.

0-1 years as a member	May apply for up to \$1,000 in legal assistance
1-2 years as a member	May apply for up to \$2,000 in legal assistance
2-3 years as a member	May apply for up to \$3,000 in legal assistance
3-4 years as a member	May apply for up to \$4,000 in legal assistance
5+ years as a member	May apply for up to \$5,000 in legal assistance

Note: All legal defense fund financial assistance is contingent upon the approval of the board.

POLICY STATEMENT:

KASE may provide assistance in filing grievances or appeals to the State Personnel Board or to state or federal civil court if:

- The request is in accordance with the following guidelines.
 - Is recommended by the KASE general counsel.
 - Is approved by the KASE Board of Directors.
1. Assistance may be provided for those appeals or grievances:
 - a. That involves members who have been notified or dismissal, demotion, suspension or other penalization, which threatens job security.
 - b. Any other action or appeal that is approved by the Board.
 2. Legal Defense Fund applicants must have been a KASE member prior to the date of the action giving cause to the grievance or appeal.
 3. In all other cases, KASE reserves the right to decide if such cases shall be pursued/financed on behalf of a member to the state or federal civil court.

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4. The amount of assistance awarded by the Legal Defense Fund may be limited to less than the actual cost of the action. Legal Defense Fund applicants must agree to use a KASE approved attorney if there is a need for legal assistance. Legal Defense Fund applicants must sign a contract with KASE before receiving assistance from the board.
5. KASE may deny or withdraw assistance under, but not limited to the following conditions:
 - a. Refusal of the member to cooperate with KASE or their representatives.
 - b. Falsifying information or refusing to provide all pertinent information to KASE.
 - c. Hiring an attorney without prior written authorization from the KASE Executive Committee and/or Board of Directors.
6. KASE reserves the right to review each grievance after a final determination from the appointing authority to determine if, based on the merits of the case, further assistance should be provided. KASE must be notified and involved in the grievance from the initial filing throughout the entire grievance process.
7. Legal Defense Fund applicants shall make initial application, in writing, to:

KASE Legal Defense Fund
PO Box 4110
Frankfort, KY 40604-4110
8. The KASE Board of Directors reserves the right to amend, alter or overturn any recommendation of the Legal Defense/Executive Committee.

Call KASE for More Information: 800-248-5273