



Jana P. Grimm | Member

PHONE (724) 749-3121
EMAIL jana.grimm@steptoe-johnson.com
LICENSURE PA | WV
EDUCATION J.D. University of Pittsburgh

Because of her ability to solve problems for them, “Call Jana” is often one of the first things you will hear her clients say any time they have a problem. Jana Grimm is dedicated to protecting her clients, whom she calls friends, and helping them achieve and sustain success. Jana has developed a regional reputation for her ability to prevent litigation for her clients by providing them with thorough training and education, as well as alerting them to changing laws and regulations. In the event that an employment or other civil matter does end up in the courtroom, Jana is an experienced litigator in the state and federal courts of Pennsylvania and West Virginia.

Jana concentrates her practice in labor and employment law, general civil litigation, real estate law, construction law, municipal law, and general corporate law. Diligently working with clients in various businesses including healthcare, construction, manufacturing, municipal, and hospitality, Jana assists in establishing policies, procedures, and documentation regarding FMLA, employee discipline, Title VII, the National Labor Relations Act, the Fair Labor Standards Act, human resources best practices, and business-related best practices.

Jana is the solicitor for Washington County and represents and counsels the county on numerous issues including regional development, contract negotiation, risk assessment and management, oversight of claims and special litigation, and oversight of other legal professionals employed by the county. Jana has also worked with, counseled, and represented local municipalities in regard to zoning, litigation, governmental, and other administrative matters. She has also represented numerous individuals and entities before local zoning and municipal boards.

It doesn't take long to feel the passion that Jana brings to her career, as well as her philanthropic activities. Jana is driven to help others achieve success and has a special drive for empowering women in their career and in the community. Within the firm, Jana is actively involved in mentoring female lawyers through the Women's Leadership Initiative and is involved in various diversity initiatives, including participation on the Diversity and Inclusion Committee. Within the community, Jana is active in multiple organizations including chairing the Washington Health System Foundation Board of Trustees, Dress for Success Pittsburgh, Casting for Recovery Western PA, Susan G. Komen Pennsylvania, ACG Pittsburgh Women's Executive Committee and POWER, a Pittsburgh regional women's mentoring and leadership group where she serves as an Ambassador.

[Click here to read: WorkZone: Brush the Dust Off that Employee Handbook](#)

REPRESENTATIVE EXPERIENCE

Represented employers in union representation elections; unfair labor practice charges, collective bargaining negotiations; employee grievance arbitrations; age, sex, and race discrimination claims before the Equal Employment Opportunity Commission and the Pennsylvania Human Relations Commission; alleged violations of the Fair Labor Standards Act; counseling in employment-related matters including the Family and Medical Leave Act, the Americans with Disabilities Act, the Fair Labor Standards Act, reductions in force, hiring and terminations, handbooks and policies; unemployment and harassment litigation; and conducts workforce and supervisor training in employment-related matters.

Represents Washington County on a variety of legal issues including claims and special litigation, negotiation of contracts, risk assessment and management, regional development and oversight of legal professionals employed by the county.

Represented local municipalities in all issues impacting their community including representation before the local courts and governmental boards. Drafted ordinances, policies and procedures and counseled on a wide variety of issues for both boroughs and townships. Represent local zoning hearing board.

Represented commercial developers in all aspects of land development including providing representation before local planning, zoning, and supervisory boards.

Counseled clients regarding corporate matters including entity formation, buy-sell and operating agreements, and purchase and acquisition matters.

Represented corporate clients in all aspects of civil litigation.

Represent clients in real estate transactions including the acquiring and sale of real estate, title issues, boundary disputes, easements and rights-of-way.

Represented construction client in collection matters pursuant to the Pennsylvania Contractor and Sub-contractor Payment Act, bond claims, and mechanic's lien proceedings.

WORK EXPERIENCE

2014 Steptoe & Johnson PLLC

2003-2014 Eckert Seamans Cherin Mellott, LLC

RECENT PUBLICATIONS / SPEAKING ENGAGEMENTS

"COVID & Employment Law Issues," Washington County Bar Association, May 2020

"A Growing Issue: Medical Marijuana, CBD, Hemp and Other Substances in the Workplace," Steptoe & Johnson Employment Essentials Presentation, October 2019

"The Employee Handbook - Employment Law is Changing, Is Your Employee Handbook Keeping Up?" Steptoe & Johnson Employment Essentials Presentation, October 2018

"Tips for Training Supervisors - Your First Line of Defense," Steptoe & Johnson Employment Essentials Presentation, October 2017

"Fair Labor Standards Act Update," Washington County Bar Association, January 2017

"Department of Labor's New Overtime Rules," Wells Fargo Insurance Group Risk Management Roundtable, October 2016

"Highs and Lows in the Workplace: Drug Testing & Medical Marijuana - What PA Employers Should Know," Steptoe & Johnson Employment Essentials Presentation, October 2016

"NLRB Developments You Need to Know About" Steptoe & Johnson, Employment Essentials Presentation, October 2015

"Avoiding Discrimination Pitfalls" Wells Fargo Insurance Group Management Roundtable, October 2015

"Avoiding Discrimination Pitfalls," Wells Fargo Insurance Group Risk Management Roundtable, March 2015

"NLRB Update - Union & Non-Union Employers Beware," Steptoe & Johnson, Employment Essentials Presentation, October 2014

Numerous teaching presentations of supervisors, foremen and workforce of various clients regarding harassment, sexual harassment, hiring and firing, handbook policies and staying union free.

"Recent Developments in Employer Regulation of Social Media in the Workplace," Washington County Bar Association, January 2013

"Who's Knocking at Your Door?" Eckert Seamans Human Resources Forum, December 2010

"Sexual Harassment and Related Issues," March 2010

"Hiring Practices - Hiring and Keeping the Right People While Avoiding Discrimination Pitfalls," June 2007

"Adverse Impact Age Discrimination: A Discussion of the Ramifications to Employees of the Supreme Court's Decision in the Smith v. City of Jackson Decision," May 2005

Lecturer for the Cambridge Institute on subjects including employee/employer privacy and surveillance, hiring practices, sexual harassment and discrimination and union free workplaces.

MEMBERSHIPS AND AWARDS

PROFESSIONAL

County Solicitor, Washington County, Pennsylvania 2020

OSHA - 10 Construction Industry Outreach Certification

Washington County Bar Association

Allegheny County Bar Association

Pennsylvania Bar Association

West Virginia Bar Association

INDUSTRY/CIVIC

Chair, Board of Trustees, Washington Health System Foundation and Chair, Planned Giving Committee

Former Director, Board of Directors, Southwest Communities Chamber of Commerce

ACG Pittsburgh Women's Executive Committee
Advisory Board, Dress for Success, Washington County, PA Branch
Ambassador, Power of Southpointe, Washington County Chamber of Commerce
Past President, Board of Directors, Leadership Washington County
Chair, Shoot for a Cause, Collier Sportsmen's Association