

## Jennifer Chierek Znosko

Shareholder  
Co-Chair, Drugs and Alcohol Practice Group

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### Focus Areas

Littler Pay Equity Assessment  
Drugs and Alcohol  
Hiring, Performance Management and Termination  
Policies, Procedures and Handbooks  
Discrimination and Harassment

### Overview

Jennifer C. Znosko is an experienced employment attorney who focuses her practice on advising clients on pay equity and drugs and alcohol issues. As a seasoned attorney and former human resources professional, Jen brings a unique and valuable perspective to any employment or personnel compliance challenges faced by her clients.

### Pay Equity

Jen is a core member of Littler's Pay Equity Assessment team. She has extensive experience in conducting pay equity audits for employers in a broad range of industries, such as retail, technology, education, and manufacturing. Jen also provides general counseling advice related to compliance with state and federal pay equity claims, and addressing pay equity claims asserted by employees.

For each audit, Jen works with the client to understand the structure of its organization and customize the audit for the client. In a privileged context, Jen utilizes Littler's proprietary Pay Equity Assessment tool to conduct the analysis of the client's pay data. Jen works closely with clients as part of the audit process to provide the results in a user-friendly manner utilizing the Pay Equity Assessment tool's dashboard. Once the results of the analysis are provided, Jen works with clients to investigate and document pay differences and where appropriate, formulate remediation strategies.

## **Drugs and Alcohol / Policies, Procedures and Handbooks / Hiring, Performance Management, and Termination**

As the Co-Chair of the Drugs & Alcohol Practice Group, Jen regularly helps employers with respect to various challenges related to drug and alcohol testing and marijuana laws, including:

- Complying with various federal, state, and local laws related to drug testing, marijuana, and other related areas
- Developing drug and alcohol testing and drug-free workplace policies
- Advising about the ever-changing landscape of state and local laws with respect to medical and recreational marijuana
- Ensuring drug and alcohol testing programs are compliant with applicable laws
- Advising employers regarding discipline and termination for policy violations and approaches for addressing substance abuse

In addition, Jen regularly advises employers on other human resources matters, including:

- Maintaining a compliant hiring process
- Administering discipline
- Conducting investigations
- Discharging employees, including reductions-in-force
- Navigating requests for accommodation under the Americans with Disabilities Act
- Reviewing and revising employee handbooks and other policy manuals

As a former human resources professional, Jen provides practical solutions to workforce management challenges encountered by employers. She is certified as a Professional in Human Resources® (PHR) by the Human Resources Certification Institute.

## **Discrimination and Harassment**

In addition to her advice and counseling practice, Jen regularly litigates discrimination and retaliation claims under Title VII of the Civil Rights Act of 1964, the Missouri Human Rights Act, and the Illinois Human Rights Act in federal and state courts in Missouri and Illinois. Jen also defends employers in class/collective actions asserting minimum wage and overtime claims and misclassification claims under the Missouri Minimum Wage Law, Illinois Minimum Wage Law, and the Fair Labor Standards Act. She has handled all stages of the litigation process including:

- Formulating defense strategies
- Taking and defending depositions
- Preparing and arguing dispositive motions
- Representing employers at mediation and negotiating settlements

Jen has conducted fact investigations, prepared position statements, represented witnesses during agency interviews, and represented employers during fact-finding conferences and mediations before administrative agencies such as the

Equal Employment Opportunity Commission, the Missouri Commission on Human Rights, and the Illinois Department of Human Rights.

### **Professional Experience**

After law school, Jen served as a law clerk for the Hon. Mary R. Russell of the Supreme Court of Missouri. While at the University of Missouri School of Law, she was the managing editor of the *Missouri Law Review*, and a member of the regional mock trial and regional moot court teams.

### **Professional and Community Affiliations**

- Member, Missouri Bar
- Member, Illinois State Bar Association
- Member, Labor and Employment Law Section, Bar Association of Metropolitan St. Louis
- National Legal Counsel, Alpha Phi Omega
- Member, Board of Directors, Alpha Phi Omega
- Immediate Past President, Board of Directors, Webster Child Care Center
- Chair, Human Resources Committee, Webster Child Care Center
- Member, St. Peter Catholic Church

### **Recognition**

- Recipient, Up & Coming Award, *Missouri Lawyers Weekly*, 2016
- Named, Super Lawyer, Missouri and Kansas, *Super Lawyers*, 2013 and 2014
- Named, Rising Star, Missouri and Kansas, *Super Lawyers*, 2011 and 2012
- Order of the Barristers

### **Education**

J.D., University of Missouri School of Law, 2004

B.A., Washington University in St. Louis, 1999

### **Bar Admissions**

Missouri

Illinois

## Courts

U.S. Supreme Court  
U.S. Court of Appeals, 7th Circuit  
U.S. Court of Appeals, 8th Circuit  
U.S. District Court, Eastern District of Missouri  
U.S. District Court, Western District of Missouri  
U.S. District Court, Southern District of Illinois

## Publications & Press

**Employer Zero-Tolerance Marijuana Policy Justified Termination, Federal District Court Agrees**  
*Westlaw Today*  
September 24, 2024

**Employer Zero-Tolerance Marijuana Policy Justified Termination, Federal District Court Agrees**  
*Littler Insight*  
September 19, 2024

**Washington Amends Law to Protect Off-Duty Marijuana Use in 2024**  
*Littler ASAP*  
May 19, 2023

**As Minnesota Nears Broad Marijuana Legalization, Employers Should Anticipate Testing, Policy Changes**  
*Littler Insight*  
May 16, 2023

**Nevada Supreme Court Allows Employees to Sue Employers for Failure to Accommodate Medical Marijuana Use, Rejects Possible Related Claims**  
*Littler ASAP*  
January 4, 2023

**Recreational Marijuana in Missouri Is Coming Soon – What Employers Need to Know**  
*Littler ASAP*  
November 11, 2022

**On the Ballot – Tip Credit, Marijuana, Union Membership, and More**  
*Littler Insight*  
November 4, 2022

**Nevada Supreme Court Affirms Termination for Off-Duty Recreational Marijuana Use**

*Littler ASAP*

August 31, 2022

**Minnesota Legalizes THC Products, Germinates New Drug-Free Workplace Issues**

*Littler ASAP*

August 19, 2022

**Missouri Law Requires Leave for Victims of Domestic Violence**

*SHRM Online*

September 16, 2021

**New Missouri Law Requires Employers to Provide Unpaid Leave & Other Accommodations for Victims of Domestic or Sexual Violence**

*Littler ASAP*

September 13, 2021

**Alabama Legalizes Medical Marijuana While Allowing Employers Discretion as to Participating Workers**

*Littler ASAP*

May 26, 2021

**New Mexico Will Join the Growing List of States Where Recreational Marijuana is Legal**

*Littler ASAP*

April 19, 2021

**Employers can mandate COVID vaccines in return to workplace, legal experts says**

*KMOX Radio*

April 16, 2021

**Rhode Island Supreme Court Upholds Dismissal of Driver Who Refused Reasonable Grounds Drug Test**

*Littler Insight*

June 26, 2020

**Missouri and the St. Louis Region Get Back to Work: Business Guidelines, Practical Considerations, and Resources**

*Littler Insight*

May 13, 2020

**What Employers Need to Know About the Newly Issued “Stay Home Missouri” Order and COVID-19 Resources for Missouri Businesses**

*Littler ASAP*

April 5, 2020

**State and Local COVID-19 Orders Affecting the St. Louis Region – What Does This Mean for Employers?**

*Littler ASAP*

March 22, 2020

**NJ Supreme Court Holds Medical Marijuana Use Outside of the Workplace is Protected Under State Law and Employers are Required to Accommodate After-Hours Use**

*Littler Insight*

March 16, 2020

**Illinois Legislature Amends Marijuana Law, Bringing Clarity, Relief to Employers with Workplace Drug-Testing Programs**

*Littler Insight*

November 22, 2019

**Littler Elevates 28 Attorneys**

*Littler Press Release*

January 2, 2019

## **Speaking Engagements**

**Working Safely in an Era of Marijuana, Psychotics, and Medication**

Littler Executive Employer Conference, Phoenix, AZ

May 9, 2024

**2023 Kansas City Regional Employer Conference**

Kansas City, MO

October 10, 2023

**Marijuana, Opioids, and Wine All Day – Managing Workers in an Era of Legalization, Abuse, and Remote Work**

Littler Executive Employer Conference, Phoenix, AZ

May 11, 2023

**High Times in Missouri: Recreational Marijuana Legalization and What Employers Need to Know**

November 18, 2022

**Drug Testing Through the LoD Lens – Compliant Solutions for the Questions You Have Today**

Client Webinar

October 18, 2022

**2022 St. Louis Regional Employer Conference**

St. Louis, MO

September 22, 2022

**Drugs and the Workplace**

International Foodservice Distributors Association - Distribution Solutions Conference, Tampa, FL  
September 14, 2022

**VESSA: Missouri's Newest Employee Leave Law**

St. Louis, MO  
December 2, 2021

**Ethical Issues and Best Practices for Workplace Investigations**

Missouri Employment Conference  
May 12, 2021

**Rehab Roundup: Discrimination and Leave Compliance Issues When Managing Employees With Substance Addictions**

SHRM St. Louis Annual Legal Update  
February 17, 2021

**Moving Diversity, Equity, and Inclusion Programs Forward**

November 10, 2020

**Return to Work in Missouri – What Employers Need to Know to Manage the Next Phase of the COVID-19 Pandemic**

May 12, 2020

**When the Smoke Clears: The Realities of Marijuana and the Workplace in Missouri and Other Midwestern States**

Missouri Employment Conference  
May 6, 2020

**When the Smoke Clears: The Realities of Marijuana and the Workplace in Missouri and Other Midwestern States**

SHRM St. Louis Annual Legal Update  
February 19, 2020

**Navigating the Choppy Waters of Illinois' New Wave of Employment Laws**

January 14, 2020

**Marijuana and the Workplace in Illinois and Nevada: Preparing for the New 2020 Marijuana Laws**

December 9, 2019

**Top 10 Wage & Hour Mistakes That Employers Still Make and What To Do About Them**

Missouri Employment Conference  
May 1, 2019

**Redefining Employment Relationships & Responsibilities in the Gig Economy**

SHRM St. Louis Annual Legal Update

February 13, 2019

**The Littler State and Federal Legal Update – Wage & Hour Update**

Littler St. Louis Employment & Labor Law Conference

October 3, 2018

**St. Louis Women's Leadership Initiative Luncheon**

St. Louis, MO

August 15, 2018

**Weed at Work: Are Marijuana Users the Newest Protected Class?**

Missouri SHRM Conference, Lakes of the Ozarks, MO

August 9, 2018

**Avoiding Legal Landmines: An Employer's Guide to Lawful Recruitment & Hiring**

AAIM Employer Organization, St. Louis, MO

June 29, 2018

**Employee Handbook Do's and Don'ts: Best Practices to Avoid Common Pitfalls**

Human Resources Management of Greater St. Louis, St. Louis, MO

February 21, 2018

**Strategies for Addressing Sexual Harassment Complaints: Elevating Your Corporate Culture by Embracing a Zero Tolerance Position on Sexual Harassment and Empowering Employees to Speak Up**

Webinar - HireLevel

December 6, 2017

**Weed at Work: Are Marijuana Users the Next Newest Protected Class?**

ILEA, St. Louis, MO

November 16, 2017

**What Every Attorney Should Know: Labor, Employment & Tax under the New State & Federal Administrations – The Current Status of Federal Wage & Hour Law**

Bar Association of Metropolitan St. Louis CLE, St. Louis, MO

October 4, 2017

**2017 Brings Sweeping Changes to Federal and State of Missouri Labor and Employment Laws**

St. Louis, MO

June 8, 2017



**Effective Wage and Hour Audits: An Ounce of Prevention Is Worth a Pound of Cure**

Human Resources Management Association of Greater St. Louis, St. Louis, MO  
February 15, 2017

**Preparing for the New Overtime Rule: Final Considerations About Policies, Procedures and Training**

Webinar - HireLevel  
September 14, 2016

**Preparing for the New Overtime Rule: Communication About Reclassification Decisions**

Webinar - HireLevel  
August 3, 2016

**Preparing for the New Overtime Rule: Considerations & Challenges in the Reclassification Process**

Webinar - HireLevel  
July 13, 2016

**Preparing for Change: DOL's Final Rule on Overtime**

Webinar - HireLevel  
June 8, 2016

**Avoiding Legal Claims in the Hiring Process**

2016 IPMA-HR Central Region Conference, St. Louis, MO  
June 6, 2016

**Working on Overtime: Preparing for DOL's Changes to the FLSA Overtime Regulations**

Human Resources Management Association of Greater St. Louis, St. Louis, MO  
February 17, 2016

**The New DOL Wage & Hour Regulations: Challenges and Opportunities**

St. Louis Association of Corporate Counsel, St. Louis, MO  
October 1, 2015

**Defending the Discriminator – Ethical and Other Issues Associated With Joint Representation**

June 2, 2015

**Avoiding the Biggest Pitfalls of HR Investigations**

Human Resources Management Association of Greater St. Louis, St. Louis, MO  
February 18, 2015

**What Every HR Professional Needs to Know About the Genetic Information Non-Discrimination Act**

Human Resources Management Association of Greater St. Louis, St. Louis, MO

March 20, 2014