

**COUNTY COUNCIL
COMMITTEE OF THE WHOLE MEETING
JUNE 30, 2020**



Human Resources Policy Review



HR Policy 4-1100: Families First Coronavirus Response Act (FFCRA)

Overview

- This new Federal legislation provides employees with paid sick leave, childcare leave, and enhanced medical plan coverage associated with COVID-19.
- Effective from April 1, 2020 through Dec 31, 2020

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Healthy Workforce

- Employees shall not work on-site if demonstrating COVID-19 symptoms (or suppressing symptoms with medication) as defined by the Salt Lake County Health Department or the Centers for Disease Control and Prevention.
 - Employees demonstrating or suppressing symptoms may be sent home by a supervisor.
 - Employees demonstrating or suppressing symptoms may telecommute if able.

FFCRA: Emergency Paid Sick Leave



Employees who are unable to work due to their **own condition** related to COVID-19, or



Employees who are unable to work due to being a **caregiver** for an individual related to COVID-19, and



*If the employee cannot telecommute, shall receive up to **80 hours of paid leave***



Benefits eligible employees will receive their regular rate of pay.
Non-Benefits eligible employees will receive pay as mandated in the Act (full, 2/3's pay or capped, depending upon the circumstance).

FFCRA: Expanded Family and Medical Leave



Employees are eligible for **up to 10 additional weeks** (at 40 hours per week) of paid leave



Relating to bona fide need for the **employee to be a caregiver** for a child whose school or childcare provider is closed or unavailable due to a coronavirus emergency.



***Benefits eligible employees will receive their regular rate of pay.
Non-Benefits eligible Employees will receive pay as mandated in the Act (full, 2/3's pay or capped, depending upon the circumstance).***

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Exclusions

- “Health Care Providers” and “Emergency Responders” are excluded from FFCRA leave as designated by each Elected Official.
- Excluded employees may receive paid administrative leave pursuant to similar eligibility criteria and amounts provided by the FFCRA.

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Central leave process

- County Human Resources will continue to manage all functions under the FFCRA, to include review and approve requests, track, and communicate and partner with agencies to ensure compliance and provide advice and guidance on leave covered by the FFCRA to managers and employees as requested.
- This will also include managing leave request for employees who are exempt from FFCRA, but request leave for COVID-19 related reasons.
- Agencies retain the approval/denial decision for Employees in exempted job types.

*To date we have processed over 280 request for 200 employees

Questions or Input

- Questions regarding policy recommendation?