

CITY OF APPLETON

HUMAN RESOURCES DEPARTMENT



100 N. Appleton Street
Appleton, WI 54911



(920) 832-6458



(920) 832-5845



humanresources@appleton.org

MEMO

December 2, 2020

To: Human Resources Committee

From: Sandy Matz, Human Resources Director

Re: HR Committee 12-9-2020 (Emergency Sick Leave Policy Extension)

Earlier this year, the US Department of Labor established the Families First Coronavirus Response Act (FFCRA). This Act provided certain leave entitlements to assist employees during the current public health emergency, namely, Emergency Paid Sick Leave of up to eighty (80) hours. As a covered employer, we adopted a Families First Compliance Policy and Emergency Responder Paid Sick Leave Policy. Our policies and the mandate will expire December 31, 2020.

Since there has been no further guidance from the US Department of Labor as to extension of the mandate and since we are far from being out of the public health emergency, the leadership team is proposing an extension to our Emergency Sick Leave policies. Our proposal is to extend the policies until June 30, 2021 at which time we can re-evaluate the conditions of the pandemic and determine whether another extension might be suggested.

Our proposal would be to extend only the Emergency Sick Leave portions of the policy which would allow employees to carry-over any portion of their unused emergency sick leave into 2021. Employees would not be entitled to a new eighty (80) hour emergency sick leave benefit.

Upon Council approval, we will update the policy and delete reference to the federal mandate.