



Pandemic Leave Update

Personnel and Reorganization Committee Meeting

Cathy Spage

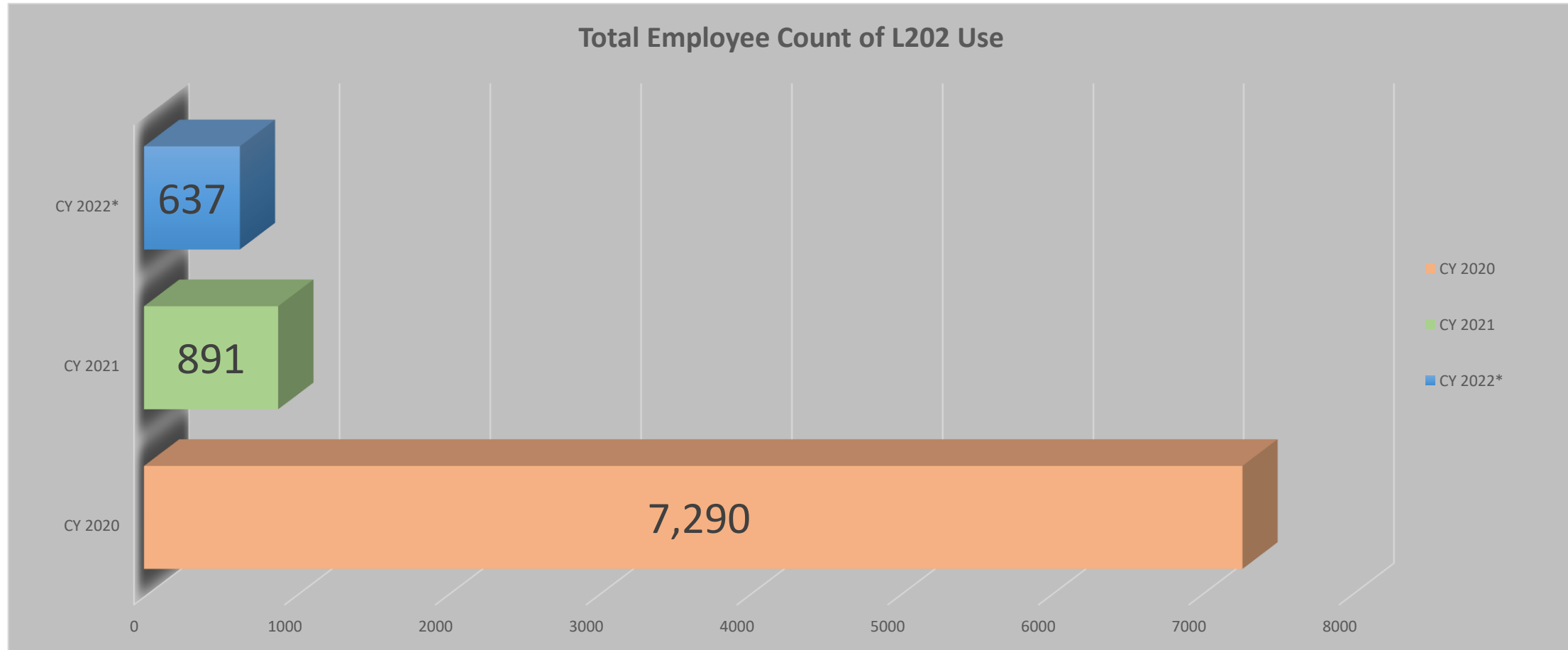
Director, Department of Human Resources

March 29, 2022

Pandemic Leave (L202)

- As a result of the COVID-19 pandemic, many county facilities such as libraries, community centers, RECenters, and parks were temporarily closed.
- On March 15, 2020, with support from the Board of Supervisors, Administrative Pandemic Leave (L202) was created to support our employees who were out of work due to lack of childcare or elder care, lack of work when a facility was closed, quarantine or illness.
- Initially leave was for two weeks but incrementally extended to six weeks to bridge the gap before Federal leave options were provided.
- Other short-term federal and pandemic gap leave options were created in 2020.
- Administrative Pandemic Leave (L202) transitioned to leave for employees infected with COVID-19 in the workplace in May 2020.
- See chart on Slide 3 for metrics on usage of this leave type
- ***Recommendation: End L202 effective April 8, 2022***

Pandemic Leave Usage (Total Employees)



*Chart represents number of employees who used some # hours of L202 in a given calendar year.
CY 2022* represents only partial year through mid March 2022.*

Pandemic Leave Usage (Total Hours)

Total L202 Hours used by Month

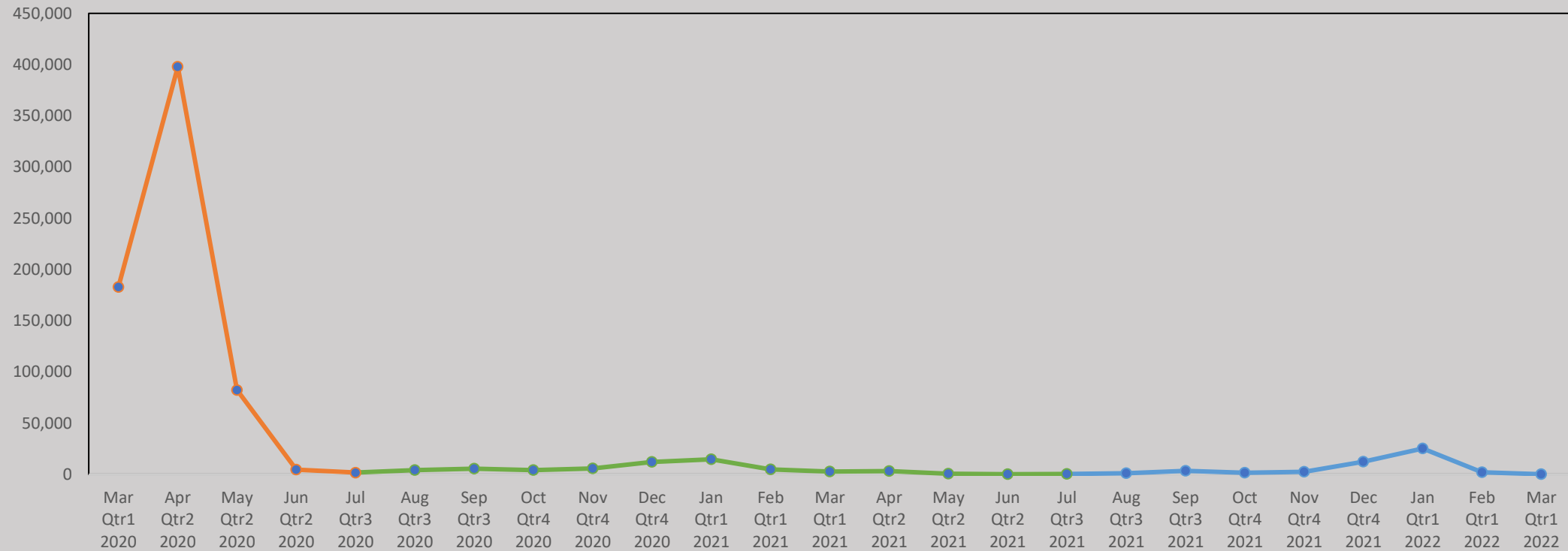


Chart represents number of L202 hours used by all employees by month

Pandemic Appreciation Leave (PAL) Recommendation

- At the beginning of the pandemic, many county employees continued to work and were unable to use the initial six weeks of L202 leave.
- In recognition of those who could not take L202 due to their role, we propose to offer merit employees the equivalent of **two-weeks** of leave based on their regular scheduled hours *minus* any L202 used as part of the initial one time six-week benefit (i.e. through May 8, 2020).
- New leave will be available starting FY 2023 on July 2, 2022.

Pandemic Appreciation Leave (PAL) Recommendation

- To be eligible employees must:
 - Be employed on or/before March 15, 2020
 - Be in active status
 - Be a merit employee
- Usage Criteria
 - Employees must use leave by December 31, 2024.
 - Usage of the leave must follow standard leave policies and be approved in advance.
 - Leave will not be paid out upon separation from the county.