

**8.27.2020**

## **Finance and Workforce Management**

**Present:** Jenn Johnson, Jim Frenzel, Julie Stafford, Rachel Aiello, Cathy Hannon

**Purpose of Sub-committee:** This committee's purpose is to determine the financial and workforce needs of all other sub-committees during this COVID Pandemic we are currently in.

Some adjustments and changes were made to the document. A definitions table was added for the acronyms. Links were put in for the appropriate Department of Labor sites.

FAQ's were linked to the Department of Labor site when possible. Sick Leave Bank scenarios were added as well. Greg, Jenn, Heidi and Julie felt the more complicated scenarios be addressed on a case-by-case basis with support from the attorney for the district. We don't want to get into a situation of putting something on paper that obligates the district when we're not sure.

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Further questions, comments or concerns:

All of the details are confusing.

The question of hours vs two weeks -**For reasons (1)-(4) and (6):** A full-time employee is eligible for up to 80 hours of leave, and a part-time employee is eligible for the number of hours of leave that the employee works on average over a two-week period. **For leave reasons (4) or (6):** employees taking leave shall be paid at 2/3 their regular rate or 2/3 the applicable minimum wage, whichever is higher, up to \$200 per day and \$2,000 in the aggregate (over a 2-week period).

**For leave reason (5):** employees taking leave shall be paid at 2/3 their regular rate or 2/3 the applicable minimum wage, whichever is higher, up to \$200 per day and \$12,000 in the aggregate (over a 12-week period—two weeks of paid sick leave followed by up to 10 weeks of paid expanded family and medical leave)

Julie found the "who to contact" list very helpful. Sometimes it is just best to call that person if the reader is stressed and trying to figure it out. Encourage staff to use that resource.

Jim asked about an employee choosing to be on E-PSL. This should read eligible - there has to be something that happens that makes an employee eligible for E-PSL. Jenn will clarify this. Item 4 indicates you can be on E-FMLA without being sick - this is correct. You cannot choose to be on it, it is specific to child-care and school closure. E-PSL lies inside the E-FMLA so for the first two weeks, you can take advantage of the E-PSL first. So, staff can use sick leave for that 1/3 supplemental pieces.

Further research is being done for people in an at-risk group using SLB. Seeking clarification.

Jenn will go through the document one more time to make sure and use the “eligible”.

Julie clarified that it is in the benefit of the district to use the CARES act. Jenn can add a statement at the top of the form talking about the purposes of the acts and that are intended as usable benefits by employees. Also, add that it expires on December 31, 2020 and if you have taken advantage of the benefit in the spring it shortens how much benefit you have available to you in the fall.