

March 26, 2020

The Winnebago County Board of Supervisors met in session at 2:30 P.M. March 26, 2020 adjourned from March 24, 2020.

Present: Supervisors Jensvold, Durby, and Stensrud by phone.

Absent:

The meeting is held today via You Tube and a conference call. This is due to COVID-19 and heightened public health risks.

The Supervisors discussed a temporary policy for COVID-19.

On a motion by Durby and seconded by Stensrud the Supervisors moved to approve the following temporary policy and make it retroactive to the beginning of the current payroll period. All voted aye. Motion carried.

TEMPORARY POLICY FOR
USE OF SICK LEAVE DURING COVID-19 RESPONSE

This is a temporary policy for employees of Winnebago County, Iowa regarding the use of sick leave for employees impacted by the coronavirus outbreak and is intended to protect the safety of the workforce and address the physical and financial well-being of those employees personally affected by the virus.

1. Employees will not be required to use their accrued sick leave, or other accrued paid leave, but will remain on paid status, for up to fourteen (14) days (or until released to return to work) if the following criteria is met:
 - If an employee tests positive for the coronavirus and should therefore stay at home per their doctor's and/or Iowa Department of Public Health's recommendations.
 - If an employee is self-isolating per their doctor's, Iowa Department of Public Health and/or the Center for Disease Control recommendations.
 - If an employee has been exposed to someone who has the virus and needs to be tested.
 - If an employee is needed to care for a family member who has the virus or has been in contact with someone who has the virus.
 - An employee showing potential virus symptoms and/or who has consulted with a health care provider and submits proof of such consultation.

2. Employees will be required to use their accrued sick leave, other paid leave (i.e. accrued vacation or compensatory time), or unpaid leave for other circumstances connected to the virus outbreak such as:
 - An employee who chooses to self-isolate.
 - An employee who needs to stay home to care for an immediate family member due to the closing of a school or child/adult daycare. An employee choosing this option may be subject to callback in order to maintain minimum staffing levels at 24/7 operations and county-designated essential services.

An employee using his/her sick leave under the second category will be allowed to borrow against future sick leave accruals for up to 80 hours (2 weeks) for a full-time employee once their current sick leave balance is exhausted.

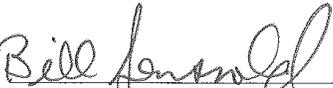
Employees that commence travel out-of-state on or after March 26, 2020, against Iowa Department of Public Health's current recommendation, may not be eligible for leaves under this policy. Employees that commence travel out-of-state as of March 26, 2020 may be required to self-isolate upon their return and use accrued vacation, accrued compensatory time, or unpaid leave for fourteen (14) days unless they become ill and then they will be allowed to use sick leave. This paragraph shall not apply to employees that traveled out-of-state for necessary medical care.

All requests must come through an employee's Department Head. The Department Head will report the leave status to the Auditor's Office for tracking any negative sick leave balance usages.

This policy may not apply to first responders defined as Sheriff's deputies, jailers, dispatchers, and other emergency response personnel. Leave requests by this group of employees will be handled on a case-by-case basis.

This policy is subject to change as additional information and direction is obtained regarding the COVID-19 virus.

Passed March 26, 2020


Bill Jensvold, Chairperson

Attest:


Karla Weiss, Auditor

The session was adjourned until 9:00 A.M. March 31, 2020.

Bill Jensvold, Chairperson

Attest: _____
Karla Weiss, Auditor