



TO: Elizabeth Pauli, City Manager

FROM: Gary Buchanan, Director, Human Resources
Kari Louie, Senior Compensation & Benefits Manager
Karen Short, Senior Human Resources Analyst

COPY: City Council and City Clerk

SUBJECT: Resolution -- Families First Coronavirus Response Act Policy – March 31, 2020

DATE: March 30, 2020

SUMMARY:

Authorizing a resolution relating to the Human Resources Department internal personnel policies; approving the City’s “Families First Coronavirus Response Act Policy” which describes emergency relief for City of Tacoma personnel impacted by the coronavirus pandemic.

STRATEGIC POLICY PRIORITY:

The requested resolution aligns with the City Council’s Strategic Policy Priority to encourage and promote an open, effective and results-oriented organization, and provide benefits and compensation for represented and nonrepresented employees.

BACKGROUND:

The federal Families First Coronavirus Response Act (FFCRA) was signed into law on March 18, 2020, effective April 1, 2020, through December 31, 2020, which includes provisions related to emergency sick leave and partial-paid leave for certain employees when their child’s school or childcare provider is closed due to the pandemic outbreak.

The City’s Human Resources Department “Families First Coronavirus Response Act Policy” will implement FFCRA requirements for City staff, including provisions for: (1) up to 12 weeks of partially-paid Public Health Emergency Leave, which expands existing Family and Medical Leave Act (FMLA) coverage for school/child care closures; and (2) up to 10 days of sick leave under either the federal Emergency Sick Leave provisions of the FFCRA, or, from April 1, 2020, through June 21, 2020, under the City’s Paid Emergency Leave program;

RECOMMENDATION:

It is recommended that the City Council approve the resolution.

FISCAL IMPACT:

Expenditures will be the responsibility of each department for their respective employees. Department Directors will be responsible for adhering to their overall levels of appropriation.