

COVID-19 Compensation Policies

July 21, 2020



Public Health Proclamations & Federal Actions to Date

The authority under which OCII is proposing the adoption of COVID Compensation Policies are as follows:

- Mayor Breed’s Proclamation Declaring Existence of a Local Emergency (February 25, 2020)
- Mayor’s Breed Third Supplement to the Mayor Proclamation authorizing the City’s HR Department to create paid leave program (March 17, 2020)
- The San Francisco County Health Officer Shelter in Place Order (March 16, 2020.)
- Gov. Newsom state-wide Shelter in Place Orders
- Families First Coronavirus Response Act (FFCRA) (March 18, 2020)

Federal Paid Sick Leave Criteria

Criteria

1. Federal/State/Local Shelter in Place order
2. Self-Quarantine under advice of health provider
3. Experiencing COVID symptoms and seeking medical advice
4. Caring for individual under quarantine order
5. Caring for son or daughter if school or place of care has been closed due COVID 19

Type of Leaves

Type of Leave	Benefit	Criteria
Federal Emergency Paid Sick Leave	80 Hours of Paid Sick Leave	- COVID-19 Diagnosis/Symptoms - Quarantine Order - School Closure and/or Child or Elder Care provider closure
Additional Paid Sick Leave	80 Hours of Paid Sick Leave	- Use for any sick leave purpose and for school closures. - This leave is due to expire on December 31, 2020
Leave Advancement	80 hours of paid leave	Available upon exhaustion of Federal Paid Sick Leave, additional sick leave, and employees own leave balances.
Employee Furlough Due Worksite Closure/Lack of Work	OCII will provide paid furlough for employees who are available to work but who cannot perform their work remotely due lack of work or equipment.	

Employment Policies

Paid Leave Caps	Benefit
• OCII waives the vacation leave and floating holiday caps throughout the duration of the declared emergency. • Allows employees to accrue up to an additional 80 hours over the vacation maximum accrual limit over the duration of the emergency. • Employees will have until December 31, 2021 to take vacation and reduce the balance below their maximum accrual. • Employees can roll-over their floating holidays above the normal roll over limit for FY20-21 and FY21-22 • Allows for in-lieu legal holidays earned in the current fiscal year to be carried over to the following fiscal year.	

Employment Policies

Compensatory Time	Benefit
• Compensatory Time for Eligible Employees	• Allows salaried employees to earn up to an additional 80 hours above any compensatory caps for the extra work they perform during the public health emergency. This additional compensatory time caps would have to be used by December 31, 2021.
• Compensatory Time for Ineligible Employees	• Allows employees ineligible to earn compensatory time to earn up to 80 hours of compensatory time on an hour for hour basis for work during this emergency for hours worked in excess of their regular work week.
• Compensatory time is not subject to cash out and any time earned would have to be used by December 31,2021.	

Labor Partners Communication

- OCII Management met and conferred with IFPTE Local21 and SEIU Local 21 representatives on June 30th, 2020.
- OCII labor partners raised no objections to today's proposed Commission Action.

Questions & Comments