

CLEVELAND PUBLIC LIBRARY

Human Resources Committee

December 15, 2020

**RESOLUTION AUTHORIZING EXTENDED EMERGENCY PAID SICK LEAVE
BENEFIT**

WHEREAS, The Families First Coronavirus Response Act (FFCRA) became effective April 1, 2020, and among other things, created up to two weeks of emergency paid sick leave for those employees who meet certain qualifying COVID-19 related reasons; and

WHEREAS, Under the FFCRA, employees who are unable to work because they are either: 1) subject to a Federal, state, or local quarantine or isolation order related to COVID-19; 2) being advised by a health care provider to self-quarantine due to COVID-19 concerns; or 3) experiencing COVID-19 symptoms and seeking a medical diagnosis are entitled to be paid at 100% of their normal rate of pay for up to two weeks without using any accrued time off while on the emergency leave; and

WHEREAS, The FFCRA is due to expire on December 31, 2020, and to date, Library staff have taken 5,632.75 hours of emergency paid sick leave; and

WHEREAS, Given the surge of COVID-19 that the country is experiencing and the anticipated lack of action on the part of Congress to possibly extend or modify the leave provisions under the FFCRA, the Library Administration recommends continuing to offer some components of the FFCRA through March 31, 2021 unless legislation is passed that provides equal or greater protection to employees; and

WHEREAS, Specifically, the Library Administration recommends providing up to two weeks of emergency paid sick leave to employees who satisfy any of the three criteria set forth above, provided that the employees meet two eligibility requirements: 1) the employee must be unable to perform their job duties under CPL's Telecommuting procedure (i.e., the employee is required to report to work at a CPL location or is unable to perform job duties remotely as a result of COVID-19); and 2) the employee has not exhausted the two weeks of paid sick leave as provided under the FFCRA; and

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WHEREAS, The Library Administration further recommends that employees eligible for the emergency paid sick leave described herein must apply for such leave through the Human Resources Department and will be paid at 100% of their regular rate of pay for each hour or fraction thereof of paid sick leave, capped at \$511 per day or \$5,110 per employee, and that such emergency paid sick leave not be offered intermittently subsequent to the first day and only to be taken in whole day increments; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby authorizes the Executive Director, CEO, the Chief Financial Officer, and the Chief Talent Officer to implement the emergency paid sick leave benefit described in this Resolution beginning on January 1, 2021 and continuing until the earlier of March 31, 2021 or such time as legislation is passed that provides Library staff with equal or greater protection than is provided by the benefit described herein; be it further

RESOLVED, That the Board of Trustees of the Cleveland Public Library further authorizes the Executive Director, CEO, or his designee to continue the emergency paid sick leave benefit as described in this Resolution beyond March 31, 2021 for such time period as the Executive Director, CEO determines is in the best interests of the Library, its employees, and patrons.