

RESOLUTION 2021- 32 -CM

COVID-19 LEAVE BENEFIT AND STIPEND FOR VACCINATED EMPLOYEES

WHEREAS, Tippecanoe County and the State of Indiana continue to suffer due to COVID-19; and

WHEREAS, Tippecanoe County wishes to provide a leave benefit for employees who suffer from the effects of COVID 19 and wishes to provide an incentive for employees to become vaccinated in order to mitigate the effects of COVID 19 to the County, to the employees, and to the public; and

WHEREAS, Tippecanoe County wishes to provide a stipend to employees who are vaccinated and, thereby, reduce COVID-related disruptions to productivity of County employees and enhance the safety of the public;

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

DEFINITIONS

1. For purposes of this Resolution, "Fully Vaccinated" means that the individual has received two doses of the Pfizer or Moderna COVID-19 vaccine or has received one dose of the Johnson & Johnson COVID-19 vaccine.
2. For purposes of this Resolution, "Eligible Employee" means a Tippecanoe County employee:
 - a. Who is full time and/or regular part-time;
 - b. Who has either:
 - i. been Fully Vaccinated; or
 - ii. provided the County with a statement from a physician with a license to practice medicine in Indiana under IC 25-22.5 verifying that receipt of a COVID-19 vaccination by the employee is medically contraindicated; and
 - c. Who has provided proof of full vaccination to Human Resources.
3. For purposes of this Resolution, "Proof of Vaccination" means reasonably reliable evidence that the individual has been Fully Vaccinated including, without limitation, a copy of the employee's vaccination card or oral confirmation from a medical provider with knowledge of the employee's vaccination status.

COVID-19 LEAVE BENEFIT

4. For the period beginning September 7, 2021, and ending December 31, 2021, each Eligible Employee will be given a COVID-19 Leave bank equivalent to two weeks of the employee's regularly scheduled employment (e.g. if the employee normally works 37.5 hour weeks, the employee will receive a COVID-19 leave bank of 75 hours.)
5. Leave in the COVID-19 Leave bank may be used for one or more of the following COVID-19 related reasons:

- a. School or Daycare has closed or the employee's minor child or dependent is not permitted to attend for reasons related to COVID-19 and the employee is required to provide childcare.
 - b. The employee has tested positive for COVID-19.
6. Hours in the COVID-19 leave bank may also be converted to regular Paid Time Off or Sick time if all of the following apply:
 - a. The employee had a documented case of COVID-19.
 - b. The employee was fully vaccinated prior to testing positive for COVID-19.
 - c. Between June 1, 2021, and September 7, 2021, the employee used regular Paid Time Off or Sick time because of the employee's case of COVID-19.
7. The COVID-19 leave provided under this resolution will expire on December 31, 2021. Employees will not be paid for unused COVID-19 leave benefits under this resolution upon expiration, upon termination, or otherwise.
8. All COVID-19 Leave authorized and taken by an employee will be deducted from his or her COVID-19 Leave bank.
9. Approved requests for leave under this policy shall be on a signed COVID-19 Leave request form as provided by the Payroll Department of the Auditor's Office. All forms must be returned to the Elected Official/Department Head for approval and forwarded to the Payroll Department of the Auditor's Office and to the Human Resources Department upon completion.
10. COVID-19 Leave may be taken prior to the use of an employee's Paid Time Off or Sick Leave.

STIPEND

11. This section does not apply to seasonal or temporary employees. A full-time, regular part-time, or part-time hourly employee who is Fully Vaccinated and provides proof of the vaccination to Human Resources prior to December 31, 2021, is entitled to receive a \$100 stipend. Such an employee who, in lieu of providing proof of vaccination, provides a statement from a physician with a license to practice medicine in Indiana under IC 25-22.5 verifying that receipt of a COVID-19 vaccination by the employee is medically contraindicated shall also be entitled to a stipend under this section as if fully vaccinated.

WORK FROM HOME AUTHORIZATION

12. Additionally, as necessary to limit the spread of COVID-19, accommodate quarantine requirements, and maintain the functionality of County government, Department Heads/Elected Officials shall have the discretion to permit employees to work from home rather than from their normal work stations, provided that doing so does not unduly impair the employee's productivity and the Elected Official/Department Head is reasonably able to supervise the employee's work. An employee working from home shall be compensated in the same manner as if the employee was working from the employee's normal work station.

Approved this ___ day of _____, 2021.

TIPPECANOE COUNTY BOARD OF COMMISSIONERS

Thomas P. Murtaugh, President

David S. Byers, Vice President

Tracy A. Brown, Member

ATTEST

Robert Plantenga, Auditor