



# Milwaukee Metropolitan Sewerage District

260 West Seeboth Street  
Milwaukee, WI 53204

## Legislation Text

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File #: 20-063-4, Version: 1

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### Approval of Paid-Time Leave During Business Continuity Plan

**RESOLVED**, by the Milwaukee Metropolitan Sewerage Commission, that, while the District's Business Continuity Plan is in effect, the District will provide regular compensation to employees in accordance with the federal Families First Coronavirus Response Act.

**FURTHER RESOLVED**, by the Milwaukee Metropolitan Sewerage Commission, that, for the Business Continuity Plan initiated on March 14, 2020, all employees will be provided regular compensation as follows:

1. Employees who can work from home should charge the appropriate charge numbers.
2. Employees who have been asked to stay home due to local, state, or federal government orders and cannot work from home will charge a Coronavirus Disease 2019 administrative leave charge number.
3. For employees who have been asked to stay at home by a medical practitioner due to Coronavirus Disease 2019 or are self-quarantined or must care for a family member diagnosed with Coronavirus Disease 2019:
  - a. The District will establish a charge number for the employee to charge up to 80 hours of Coronavirus Disease 2019 leave. This benefit will not reduce an employee's vacation, personal, or sick days.
  - b. Employees who are out longer than 80 hours can request regular Family and Medical Leave Act time for up to 12 weeks and, if approved, can concurrently use any available District leave balances to cover the period that they are unable to work. If the employee wishes to retain a portion of their vacation or sick leave, the employee can make a request to retain up to two weeks of leave balances (allocated between vacation and/or sick leave at the employee's direction). For any additional period that they do not have an available leave balance and the employee is unable to work, the employee will be paid 66% of their salary until a medical practitioner clears the employee to return to work.
4. Employees who cannot work from home and need to care for a child because the school or place of care has been closed or the child care provider is unavailable due to Coronavirus Disease 2019 precautions will charge a Coronavirus Disease 2019 administrative leave charge number up through June 5, 2020. If the employee needs to stay out longer than the June 5, 2020, deadline, they will be paid 66% of their salary through September 1, 2020.