

DATE: September 2, 2021

MEMO TO: Julie Simpson, Chair
Finance Committee

FROM: Mary E. Kann
Director of Administration

RECOMMENDATION: Recommend approval of an Ordinance amending Personnel Policy 4.10 - COVID-19 Benefits, revising the expiration date from September 30, 2021, to December 31, 2021.

STRATEGIC DIRECTIONS SUPPORTED: Leadership, Organizational Sustainability

FINANCIAL DATA: As of August 6, 2021, the District has provided approximately \$18,364 in extended COVID-19 benefits.

BACKGROUND: In April 2021, the Board approved the addition of Policy 4.10 - COVID-19 Benefits. This policy extended emergency paid sick leave and expanded family and medical leave for specified reasons related to novel coronavirus (COVID-19). These benefits had been provided under the Family First Coronavirus Response Act (FFCRA) that expired on December 31, 2020.

While the initial policy approval was for the period of January 1, 2021 through September 30, 2021, it was discussed at the April 2021 Finance Committee that, if there was a need for an extension beyond September 30, 2021, a recommendation for an extension could be brought forth. With the ongoing impact of the Delta variant of COVID-19, and the new school year, the District anticipates the need for more testing, increased positivity rates and parents required to stay home with quarantined school children.

Therefore, it is the recommendation of staff that Policy 4.10 – COVID-19 Benefits in the District’s Personnel Policies & Procedures be amended to extend the expiration date of the Policy to December 31, 2021.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance, Manager of Human Resources & Risk, Corporate Counsel.

STATE OF ILLINOIS)) SS
COUNTY OF LAKE)

**BOARD OF COMMISSIONERS
LAKE COUNTY FOREST PRESERVE DISTRICT
REGULAR SEPTEMBER MEETING
SEPTEMBER 14, 2021**

MISTER PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **FINANCE COMMITTEE** presents herewith “An Ordinance Amending Personnel Policy 4.10 – COVID-19 Benefits” and requests its approval.

FINANCE COMMITTEE:

Date: _____ ☐ Roll Call Vote: Ayes: _____ Nays: _____

☐ Voice Vote Majority Ayes: Nays:_____

**LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

AN ORDINANCE AMENDING PERSONNEL POLICY 4.10 – COVID-19 BENEFITS

WHEREAS, on March 19, 1976 the Lake County Forest Preserve District (the “District”) passed and approved certain Personnel Policies & Procedures, which have been amended from time to time (the “Policies”); and

WHEREAS, it is in the best interests of the District to amend Policy 4.10 – COVID-19 Benefits, to extend the expiration date of the benefits provided under such Policy to December 31, 2021; and

WHEREAS, such an extension is consistent with the District’s goal of being, an employer of choice; and

WHEREAS, the amended Policy Section 4.10 – COVID-19 Benefits shall be in the form of Exhibit A attached to this Ordinance and incorporated herein by this reference (the “Amended Policy”);

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, **THAT**:

Section 1: Recitals. The recitals set forth above are incorporated as a part of this Ordinance by this reference.

Section 2: Approval of Amended Policy. The Amended Policy is hereby approved and the Policies are hereby amended to include the Amended Policy.

Section 3: Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this ____ day of _____, 2021

AYES:

NAYS:

APPROVED this ____ day of _____, 2021

Angelo D. Kyle, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Board Secretary
Lake County Forest Preserve District

Exhibit No. ____



4.10 COVID-19 Benefits

Effective Date: January 1, 2021

Expiration Date: ~~September 30, 2021~~ December 31, 2021

Policy

The Families First Coronavirus Response Act (“FFCRA”), was signed into law on March 18, 2020, went into effect on April 1, 2020 and expired on December 31, 2020. As the COVID-19 pandemic is on-going, the District has elected to continue to provide FFCRA-related benefits through September 30, 2021.

The FFCRA provided two separate benefits to eligible employees: (1) the Emergency Paid Sick Leave Act (“EPSLA”) and (2) the Emergency Family and Medical Leave Expansion Act (“EFMLA”). This Policy (1) summarizes how the District will temporarily continue to provide its own emergency paid sick leave (“EPSL”) benefits and expanded family medical leave (“EFML”) benefits, even though the District is no longer legally required to do so under FFCRA and (2) details the eligibility requirements and the procedure to apply for the benefits. While the FFCRA excluded coverage for First Responders, the District has determined that its Public Safety Department employees will be eligible for the benefits provided under this Policy.

If the United States Congress passes legislation reinstating the FFCRA, or if any legislative authority with jurisdiction passes legislation implementing similar benefits or that is otherwise inconsistent with this Policy, then, on the effective date of that legislation, this Policy will no longer be effective and the new legislation will control.