Stoughton Wisconsin

City of Stoughton
Department of Human Resources & Risk Management
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Director

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COVID absences effective January 1, 2021-Options

History

The City of Stoughton has been paying employees their regular wage if they are out of work due to a COVID exposure, testing positive for COVID and if the employee must be off due to a child or immediate family member exposure, positive test and or daycare closure. The employee is paid at 100% of their current rate of pay. We have had very little utilization in the past 5-6 months for daycare as employees have identified back up or alternative care and/or working a flex schedule or remote work that is approved by their Director.

Option #1

No change-Continue paying employee throughout the pandemic as noted above.

Option #2

Employee will be granted ten business days of "COVID-19" time. For the employee to use when exposed to COVID-19 or tests positive for COVID-19. The employee would need to provide HR with documentation stating when the exposure took place, or provide the contact tracing letter. If the employees is exposed or tests positive, we would require contact tracing documentation or test documentation for this benefit to be applicable. Once the two weeks

is exhausted, the employee would need to use their sick time and then vacation time to cover additional COVID exposures and or positive tests. FMLA would run concurrently.

Option #3

Employee off due to exposure, employee off due to positive test and deemed unable to perform their duties remotely due to illness and or Department Director determination.

- Employee will use sick time or vacation time, hour for hour during the absence
- If no sick time available, the employee will use available vacation time, hour for hour during the absence
- If vacation and sick time are exhausted the employee may take time off as unpaid or apply for donation time bank (if applicable)

Other considerations: employee off due to child's exposure or daycare closing how should we handle?

- Continue as is-Option #1
- Include with the two weeks granted-Option #2
- Employee to use sick and vacation time as outlined in-Option #3