

ENROLLED ORDINANCE 175-39

APPROVE VACATION PAYOUT AND ADDITIONAL CARRYOVER FOR
PUBLIC HEALTH STAFF AND OTHER SPECIFIC CLASSIFICATIONS
INVOLVED IN COVID-19 PANDEMIC RESPONSE

WHEREAS, the response to the COVID-19 pandemic resulted in increased staffing demands for the Emergency Operations Center and Public Health response; and

WHEREAS, these increased operations required the Departments of Health & Human Services, Emergency Preparedness, and Parks & Land Use to limit the use of earned vacation balances for certain employees and classifications that were assigned directly to the pandemic response; and

WHEREAS, County management continues to encourage the use of vacation when it can be scheduled, but realizes the duration of the pandemic and associated Emergency Operations Center, Public Health, and Parks and Land Use response will prevent many of these identified employees from taking the majority of their 2020 vacation; and

WHEREAS, the County's current Human Resources policies allow for the carryover of up to forty (40) hours of unused vacation; and

WHEREAS, the County's current Human Resources policies also allow employees eligible for at least three (3) weeks of vacation to elect to receive a payout for up to sixty-one (61) hours of unused vacation time, paid out at sixty-five percent (65%) (40 hours), to be paid two (2) calendar years later; and

WHEREAS, the current Human Resources policies may not be sufficient to help ensure that these employees are not deprived of the use of, or timely compensation for, their earned vacation pay that they forgo to continue the pandemic response; and

WHEREAS, the County can display support for these employees by offering these employees a one-time payout of unused vacation time in 2020 at 100% of hours and allow an additional week of carryover of vacation time (if available) into 2021; and

WHEREAS, the payout of deferred vacation for time worked in pandemic by Public Health, Emergency Operations Center, and Parks and Land Use staff is reimbursable through federal CARES Act funding administered through the Wisconsin Department of Administration's Routes to Recovery program.

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the employees assigned to the Emergency Operations Center, Public Health COVID-19 pandemic response, and in the Parks and Land Use Department as part of the response, who were unable to take time off in 2020, are eligible to elect a one-time pay out of all or a portion of their 2020 current year vacation balance as selected by the employee and paid out by October 31, 2020.


BE IT FURTHER ORDAINED these employees will also have the option to elect the carryover of forty (40) hours of their accrued vacation beyond the normal forty (40) hours carryover amount allotted into 2021.

APPROVE VACATION PAYOUT AND ADDITIONAL CARRYOVER FOR
PUBLIC HEALTH STAFF AND OTHER SPECIFIC CLASSIFICATIONS
INVOLVED IN COVID-19 PANDEMIC RESPONSE

Presented by:
Human Resources Committee

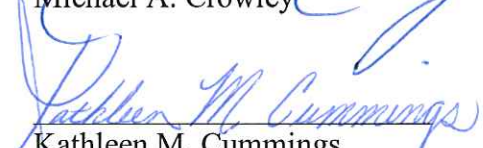
Approved by:
Finance Committee


David D. Zimmermann, Chair


James A. Heinrich, Chair


Michael A. Crowley



Tyler J. Foti


Kathleen M. Cummings


Joel R. Gaughan



William A. Mitchell


Thomas A. Michalski

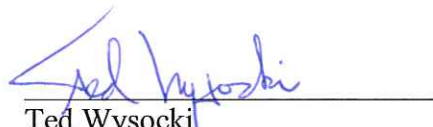

Richard Morris


Larry Nelson

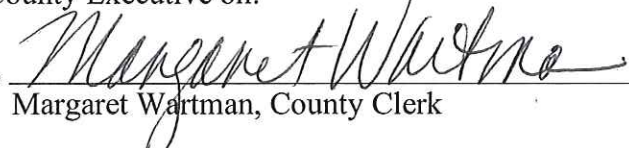

Duane E. Paulson


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Jeremy Walz


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The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, was presented to the County Executive on:

Date: 8/31/2020, 
Margaret Wartman, County Clerk

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, is hereby:

Approved: X
Vetoed: _____

Date: 8/31/2020, 
Paul Farrow, County Executive

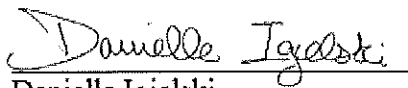
FISCAL NOTE

APPROVE VACATION PAYOUT AND ADDITIONAL CARRYOVER FOR PUBLIC
HEALTH STAFF AND OTHER SPECIFIC CLASSIFICATIONS INVOLVED IN COVID-19
PANDEMIC RESPONSE

This ordinance allows for employees in certain classifications that were assigned to the pandemic response, who will be prevented from using the majority of their earned vacation time, to elect a one-time payout of any portion of their unused vacation time in 2020 at 100% of hours at their regular rate of pay. The ordinance also allows an additional week of carryover of vacation time into 2021, above the one-week currently allowed (if available).

This vacation payout is eligible for Federal CARES Act reimbursement under the State of Wisconsin Department of Administration Routes to Recovery grant program. The anticipated payout is estimated to cost approximately \$150,000. The budget appropriation and related revenue for these payouts are included in a pending ordinance to accept and appropriate Routes to Recovery grant funding.

This ordinance results in no tax levy impact.



Danielle Igielski
Accounting Services Manager
8/4/2020