

EMERGENCY PAID SICK LEAVE (EPSL)

Emergency Paid Sick Leave will take effect January 4, 2021, and expire on March 31, 2021, unless extended by the Mohave County Board of Supervisors.

A. ELIGIBILITY:

Employees that have used or exhausted Emergency Paid Sick Leave benefits under the Employee Paid Sick Leave Act will not be refreshed. Thus, if an employee has already exhausted their Emergency Paid Sick Leave in 2020, the employee will not be eligible for Emergency Paid Sick Leave under this Policy.

Emergency Paid Sick Leave benefits will be immediately available, regardless of how long the employee has been employed. All full- and part-time employees unable to work (or telework) due to one of the following reasons for leave:

1. The employee is subject to a federal, state or local quarantine or isolation order related to COVID-19.
2. The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.
3. The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.
4. The employee is caring for an individual who is subject to either number 1 or 2 above.
5. The employee is caring for his or her child if the school or place of care of the child has been closed, or the childcare provider of such child is unavailable, due to COVID-19 precautions.
6. The employee is experiencing any other substantially similar condition specified by the secretary of health and human services in consultation with the secretary of the treasury and the secretary of labor.

B. AMOUNT OF PAID SICK LEAVE:

All eligible full-time employees will have up to 80 hours of Emergency Paid Sick Leave available to use for the qualifying reasons above. Eligible part-time employees are entitled to the number of hours worked, on average, over a bi-weekly pay period.

C. RATE OF PAY:

Emergency Paid Sick Leave will be paid at the employee's regular rate of pay, or minimum wage, whichever is greater, for leave taken for reasons 1-3 above. Employees taking leave for reasons 4-6 will be compensated at two-thirds of their regular rate of pay. The maximum pay required by the Policy is:

- \$511 per day and \$5,110 in total for leave taken for reasons 1-3 above;
- \$200 per day and \$2,000 in total for leave taken for reasons 4-6 above.

D. INTERACTION WITH OTHER ACCRUED PAID LEAVE:

The employee may use Emergency Paid Sick Leave under this Policy before using any other accrued paid leave for the qualifying reasons stated above.

E. CARRYOVER:

Emergency Paid Sick Leave under this Policy will not be provided beyond March 31, 2021. Any unused Emergency Paid Sick Leave will not carry over to the next year or be paid out to employees.

F. PROCEDURE FOR REQUESTING EMERGENCY PAID SICK LEAVE:

Employees must notify their manager and the Superior Court Human Resources Department of the need and specific reason for leave under this Policy. The employee must provide documentation in support of the reasons for the leave from their health care provider.