

MEMORANDUM

TO: Donna Barron, City Manager

FROM: Matt Grebliunas, Director of Human Resources

DATE: August 12, 2021

**SUBJECT: APPROVAL OF ADMINISTRATIVE POLICY 2.0, HUMAN RESOURCES
- SECTION XVII – PAID QUARANTINE LEAVE**

BACKGROUND

Texas House Bill 2073 requires a governing body of a political subdivision to develop and implement a paid quarantine leave policy for peace officers, firefighters, detention officers, and emergency medical technicians. The leave applies if a covered employee is ordered to isolate or quarantine because of a possible or known exposure to a communicable disease while on duty.

The policy must require that the person's supervisor or the political subdivision's health authority order the leave and must provide that a person receiving leave under this provision receive all employment benefits and compensation for the duration of the leave and reimbursement of the cost of the quarantine such as lodging, medical treatment, and transportation.

Because this law restricts a political subdivision from reducing the person's sick leave, vacation leave, holiday leave, or other paid leave balance in connection with paid quarantine leave under this statute, this leave is in addition to existing leave.

ANALYSIS

Although Texas House Bill 2073 requires quarantine leave for only certain employees, the City's practice has been to provide the benefit to all employees. This policy therefore formalizes our existing practice. The additional costs related to lodging, medical treatment and transportation however, are only extended to peace officers, firefighters, detention officers, and emergency medical technicians as required under HB 2073.

RECOMMENDATION

It is City staff's recommendation that that the City Council approve the policy as set forth in the caption above.