



Department of Employee Relations

Tom Barrett
Mayor

Vacant
Director

Renee Joos
Employee Benefits Director

Nicole M Fleck
Labor Negotiator

January 21, 2021

MEMORANDUM

TO: Department Heads, Personnel Officers, Payroll Personnel

FROM: Nicole Fleck, Labor Negotiator & Renee Joos, Benefits Director

RE: Temporary Emergency Paid Leave II (TEPL-II) and Exceeding Maximum Vacation Accrual (COVID TVA)

On January 19, 2021 the Common Council approved file #201275 which expanded the parameters under which eligible General City employees will qualify for the second temporary emergency paid leave (TEPL-II) bank of 80 hours and eliminated the additional 80 hours of COVID TVA. Employees covered by a collective bargaining agreement should contact Nicole Fleck to inquire regarding any relevant Memorandum of Understanding.

Employees will be eligible for TEPL-II if they have exhausted their sick leave balance and meet one of the following criteria:

- a. The employee is subject to a federal, state, or local quarantine or isolation order
- b. The employee has been advised by a health care provider to self-quarantine based on a COVID-19 exposure and not due to a risk based on medical issues or age
- c. The employee is experiencing symptoms of COVID-19 and is seeking a medical diagnosis

These changes are effective retroactive to January 1, 2021. Additional hours may be available on a case by case basis, as approved by the DER.

Included with this memo is a copy of the TEPL-II FAQ document which addresses common questions that may arise. The FAQ document is posted on the main page of DER's website www.milwaukee.gov/der. If you have any questions regarding the FAQ document please contact Nicole Fleck at x3371 or Renee Joos at x2938.

This file also eliminates an employee's ability to earn the additional 80 hours above and beyond the maximum vacation balances listed in the MCO Chapter 350. Employees who already have earned additional hours will be able to keep those hours, but will still be required to use any COVID TVA hours prior to using any accrued vacation hours. If you have any questions regarding this change please contact Nicole Fleck at x3371.

