

From: Neukirch, Ghida
Sent: Thursday, March 18, 2021 9:05 PM
To: All Users
Cc: Taub, Emily
Subject: Covid-19 Paid Sick Leave Policy - Extended through 5/30/2021

Good evening colleagues,

As we move into Spring 2021, it is remarkable to think that it was just over one year ago that City buildings were closed to the public in response to the Covid-19 pandemic. City operations have continued smoothly throughout the last year, and the strength and resilience shown by all employees has reinforced our unwavering commitment to public safety and service.

In January of 2021, and in light of the ongoing pandemic and in recognition of the significant role of City staff in responding to the current public health emergency, the City implemented a separate Covid-19 Paid Sick Leave to City employees not designated as Frontline Emergency Responders. The City's policy has been extended through May 30, 2021. Please review the updated [Covid-19 Paid Sick Leave Policy](#) and contact your Supervisor, Department Director or Human Resources with any questions.

All employees should be signed-up to receive the City's enews which is issued every Tuesday and Friday, and more frequently as warranted. We are providing a wealth of information on the City's response to the COVID-19 pandemic, resources from partner agencies such as IDPH and Lake County Health, and more. If you are not signed up, you can do so from the City's web site at www.cityhpil.com.

Your exceptional professionalism and service continues to be appreciated. Thank you again and please don't hesitate to contact your supervisor, director, HR or me if there's anything we can do to support you.

From: gneukirch@cityhpil.com <gneukirch@cityhpil.com>
Sent: Wednesday, January 20, 2021 10:19 PM
To: All_Users@cityhpil.com
Cc: etaub@cityhpil.com
Subject: Covid-19 Paid Sick Leave Policy

Good evening Colleagues,

One of our highest priorities in responding to COVID-19 has been maintaining a safe working environment for staff to continue to provide City operations while balancing challenges presented by the pandemic.

As you may recall, in April the City implemented a policy in compliance with the Families First Coronavirus Response Act (FFCRA). Under the FFCRA Policy, covered employees were able to take emergency paid leave for several scenarios related to Covid-19. The City's FFCRA Policy expired on December 31, 2020 alongside the FFCRA.

In light of the ongoing pandemic and in recognition of the significant role of City staff in responding to the current public health emergency, we are implementing a separate Covid-19 Paid Sick Leave to City employees not designated as Frontline Emergency Responders.

Covid-19 paid sick leave will be available for covered employees who are not able to work or telework for specific situations related to Covid-19. Employees who have exhausted Covid-19 paid sick leave may use other leave options if necessary, including sick leave, personal time or vacation. Please review the attached Covid-19 Paid Sick Leave Policy and contact your Supervisor, Department Director or Human Resources with any questions.

Special thanks to HR Manager Taub for drafting the attached policy, and our department directors for their review and feedback.

Thank you again for your professionalism and exceptional service to the Highland Park community!

Ghida S. Neukirch, CM
City Manager



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