



Dallas County
BRIEFING / COURT ORDER
Commissioners Court - Jan 25 2022

- Resolution
- Solicitation/Contract
- Executive Session
- Addendum

Temporary Isolation Leave- Non Law Enforcement

Briefing Date: Jan 25 2022
Funding Source:
Originating Department: Human Resources
Prepared by: Shirley Johnson,
Recommended by: Robert B. Wilson, Director of Human Resources

BACKGROUND INFORMATION:

With COVID-19 continuing to spread at an alarming rate, Dallas County may provide up to 48 hours of Temporary Isolation leave to those employees who are fully vaccinated and are required to isolate due to confirmed COVID-19 test result. Employees covered by Sec. 82-796 Quarantine Leave for Peace Officers and Detention Officers are not eligible for this benefit.

This Temporary Isolation Leave shall be coded in the Kronos payroll system and is in effect from the pay period beginning January 28, 2022 through February 25, 2022.

If it is determined that an employee should isolate, the individual shall receive:

- All employment benefits and compensation, including leave accrual, pension benefits, and health benefit plan benefits for the duration of the leave;
- No reduction in the individual's sick leave balance, vacation leave balance, compensatory leave balance, or other paid leave balance may occur until the 48 hours of Temporary Isolation leave provided by this policy is exhausted.

An employee's designated supervisor shall be notified by the employee if isolation due to confirmed COVID-19 test result, in accordance with recommendations provided by the Centers for Disease Control and Prevention.

It is requested that the Commissioners Court approve the policy and authorize the County Administrator to procedures regarding the Temporary Isolation leave. The Temporary Isolation leave is effective January 28, 2022 through February 25, 2022. The expiration date of this policy may be extended by the County Administrator and consultation with the County's Health Authority.

OPERATIONAL IMPACT:

The spread of the Omicron variant of COVID-19 presents a risk to the health and welfare of Dallas County employees. Authorizing the temporary isolation leave enables employees to comply with Centers for Disease Control and Prevention (CDC) protocols and mitigates potential employee harm due to lost income. It is requested that the Commissioners Court recognize the extraordinary contributions made by Dallas County employees by authorizing the temporary isolation leave for all Dallas County employees who are not covered by Sec. 82-796 Quarantine Leave for Peace Officers and Detention Officers.

FINANCIAL IMPACT:

The funds expended are eligible for reimbursement from the American Rescue Plan. The estimated cost to implement this proposal for is difficult to quantify as the occurrence of breakthrough COVID-19 infections due to the Omicron variant is unknown.

LEGAL IMPACT:

The Civil Section of the District Attorney's Office has reviewed the policy.

ADMINISTRATIVE PLAN COMPLIANCE:

Recommendation supports Dallas County's vision under the Administrative Plan of becoming a model governmental entity by improving employee compensation/options.

RECOMMENDATION:

The Human Resources/Civil Service Department recommends that the Commissioners Court authorize the County Administrator to implement policy and procedures related to the Temporary Isolation Leave.

MOTION:

On a motion made by TBD, and seconded by TBD, the following order will be voted on by the Commissioners Court of Dallas County, State of Texas:

Be it resolved and ordered that the Dallas County Commissioners Court does hereby approve the County Administrator to implement policy and procedures related to the Temporary Isolation Leave.

ATTACHMENTS:

[Temporary Isolation Policy Non LE](#)

Subdivision X

Sec. 82-647 Temporary Isolation Leave Policy

With COVID-19 continuing to spread at an alarming rate throughout Dallas County, Dallas County will provide up to 48 hours of Temporary Isolation Leave to those employees who are fully vaccinated and required to isolate with a confirmed COVID-19 test result.

A person is considered fully vaccinated against the virus that causes COVID-19 as follows:

- (1) two weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines;
- (2) two weeks after a single-dose vaccine, such as the Johnson & Johnson's Janssen vaccine; or
- (3) as may be defined by the CDC. It should be noted that although not in the current definition for "fully vaccinated," Dallas County also recommends that persons receive a booster dose in accordance with the latest CDC guidance. On December 16, 2021, CDC also endorsed updated recommendations made by the Advisory Committee on Immunization Practices (ACIP) for the prevention of COVID-19, expressing a clinical preference for individuals to receive an mRNA COVID-19 vaccine over Johnson & Johnson's COVID-19 vaccine.

Employees covered by Sec. 82-796 Quarantine Leave for Peace Officers and Detention Officers are not eligible for this benefit.

This Temporary Isolation Leave is in effect from the pay period beginning January 28, 2022 through February 25, 2022.

If it is determined that an employee should isolate, the individual shall receive:

- All employment benefits, including leave accrual, pension benefits, and health benefit plan benefits, for the duration of the leave;
- No reduction in the individual's sick leave balance, vacation leave balance, compensatory time, or other paid leave balance until the 48 hours of Temporary Isolation Leave provided by this policy is exhausted.

An employee's designated supervisor shall be notified by the employee if the employee must isolate with confirmed COVID-19, in accordance with recommendations provided by the Centers for Disease Control and Prevention.

The Temporary Isolation Leave is subject to the following procedures and conditions:

- An employee shall notify the employee's supervisor of a qualifying event in accordance with departmental sick leave policies.
- The Temporary Isolation Leave shall be coded in the payroll system as Sick Leave-CARES.

- The payroll section shall maintain a record of payments made in connection with the Temporary Isolation Leave.
- Temporary Isolation Leave hours are not accruals and expire at the end of the authorized time period.