

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Randy Gillespie TODAY'S DATE: July 19, 2022

DEPARTMENT: Personnel

SIGNATURE OF DEPARTMENT HEAD: 

REQUESTED AGENDA DATE: July 25, 2022

SPECIFIC AGENDA WORDING:

Consideration to approve Johnson County Quarantine Leave Policy for Law Enforcement.

COMMISSIONERS COURT

JUL 25 2022

Approved

PERSON(S) TO PRESENT ITEM:

Randy Gillespie/Personnel Director

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: 10 min

(Anticipated number of minutes needed to discuss item)

ACTION ITEM:

WORKSHOP:

CONSENT:

EXECUTIVE:

STAFF NOTICE:

COUNTY ATTORNEY:

AUDITOR:

PERSONNEL:

BUDGET COORDINATOR:

IT DEPARTMENT:

PURCHASING DEPARTMENT:

PUBLIC WORKS:

OTHER:

This Section to be completed by County Judge's Office

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE:

COURT MEMBER APPROVAL:

DATE:

JOHNSON COUNTY QUARANTINE LEAVE POLICY FOR LAW ENFORCEMENT

Definitions

The following definitions apply to this Johnson County Quarantine Leave Policy for Law Enforcement.

"Law Enforcement Personnel" is defined as licensed peace officers and detention officers (jailers) who are employed by Johnson County.

"Johnson County Health Authority" or **"Health Authority"** is a physician appointed by Johnson County under the Texas Health and Safety Code, Chapter 121, the "Local Public Health Reorganization Act", to administer state and local laws relating to public health within Johnson County.

"Communicable Disease" means an illness that occurs through the transmission of the infectious agent or its toxic products from a reservoir to a susceptible host, either directly, as from an infected person or animal, or indirectly through an intermediate plant or animal host, a vector, or the inanimate environment.

PAID QUARANTINE LEAVE

Johnson County law enforcement personnel who the Johnson County Health Authority or Johnson County's Designated Worker's Compensation Physician requires to quarantine or isolate due to a possible or known exposure to a communicable disease while on duty will receive the following benefits during the quarantine:

- (a) Regular full pay, consisting of all employment benefits and compensation, the employee is entitled to under the Johnson County Personnel Policies for the duration of the quarantine;
- (b) Reimbursement for reasonable costs related to the quarantine or isolation deemed necessary by the Johnson County Health Authority, including lodging, medical, and transportation.

If eligible, the employee is not required to use other available paid leave before using Quarantine Leave.

Johnson County's Health Authority or its designated Worker's Compensation Physician determines when an employee is required to be quarantined or isolated due to possible or known exposure to a communicable disease while on duty and eligible for Quarantine Leave and the duration of the quarantine.

Law Enforcement Personnel should quarantine or isolate if required by Johnson County's Health Authority or its designated Worker's Compensation Physician and follow all the recommendations during the quarantine or isolation period. Once the Law Enforcement Personnel is placed on

quarantine or isolation, the employee shall notify their immediate supervisor of the need to quarantine or isolate as soon as possible.

Law Enforcement personnel are not eligible for overtime hours during any period that they are subject to quarantine or isolation by the Johnson County Health Authority or its designated Worker's Compensation Physician. If the employee's combination of Quarantine Leave and Hours Actually Worked are is more than the employee's regularly scheduled work hours, the number of Quarantine Leave hours must be reduced so the total hours per day does not exceed the regularly scheduled number of hours for that day.

Law Enforcement personnel are prohibited from working another job on the days that they use Quarantine Leave.

This Policy may be modified at any time.

PROCEDURES FOR REQUESTING PAID QUARANTINE LEAVE BENEFITS

Eligible employees may request paid Quarantine Leave benefits as follows:

- (a) The employee must notify their supervisor of the need for Quarantine Leave as soon as possible but no later than two days of an exposure or onset of symptoms of a communicable disease. The supervisor must complete a First Report of Injury or Illness form and send to the Johnson County Safety Officer located in the Personnel Office of Johnson County. Details of why employee presumes exposure was while on duty should be explained on First Report of Injury or Illness Form. Detail examples are: Date, who, where, when, and length of exposure.
- (b) The employee should report to the Designated Worker's Compensation Facility for FDA approved testing. Location: **Integrity Urgent Care, 800 N. Nolan River Road, Cleburne TX.**
- (c) The employee will follow the directions of the Johnson County Health Authority and/or its designated Worker's Compensation Physician on quarantine and isolation, follow up care, and return to work status.
- (d) All eligible employees whose request is approved will receive Quarantine Leave benefits for time missed due to on duty exposure. If the request for Quarantine Leave benefits are denied, the employee will be required to use accrued personal time.
- (e) Eligible employees requesting reimbursement of reasonable costs related to quarantine, should submit itemized receipts no later than 30 days after the quarantine period has expired to the Personnel Office of Johnson County for processing. Request for reimbursements that are not submitted in a timely manner may be rejected and not reimbursed.