

COVID-19 SCENARIOS AND BENEFITS AVAILABLE

Some leave may run concurrent with other leave and may not be independent of each other. Please contact your HR Liaison for details and leave availability.

See second chart for more information whether these scenarios or benefits apply to you.

	Emergency Pandemic Leave (EPL)	Accrued Sick Leave	Accrued Vacation	Other Accrued Leave (i.e. comp time)	Negative Earned Sick and Safe Time (ESST)	FMLA	FFCRA Emergency Sick Leave	FFCRA FMLA Expansion	Short Term Disability*	Unemployment
1 COVID-19 care for ill family member in home	✓	✓	✓	✓	✓	?	✓	✗	✗	✗
2 COVID-19 related lack of child care	✓	✓	✓	✓	✓	✗	✗	✓	✗	★✓
3 COVID-19 – high risk population family/self quarantine	✓	✓	✓	✓	✓	✗	✗	✓	✗	★✓
4 COVID-19 self-illness	✓	✓	✓	✓	✓	✓	✓	✗	✓	✗
5 Employee exposed to COVID-19 and required to quarantine by medical / CDC guidance	✓	✓	✓	✓	✓	✗	✓	✗	✗	✗
6 Employee exhibiting illness sent home	✓	✓	✓	✓	✓	✗	✗	✗	✗	✗
7 COVID-19– Facility closure or reduced hours	✓	✓	✓	✓	✓	✗	✗	✗	✗	✓
8 Self selected quarantine	✗	✗	✓	✓	✗	✗	✗	✗	✗	✗

★ With restrictions and loss of work

YES |
 NO |
 MAYBE* |
 YES, WITH RESTRICTIONS

*Evaluated on a case by case basis

The information on this guide is meant to provide general COVID-19 situations and benefits. For specific questions, you should consult with your HR Liaison.



City of Saint Paul

www.stpaul.gov

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	Availability	Employee Type	Leave Apply in the Following Scenarios	Duration	Compensation to Employee
Emergency Pandemic Leave (EPL) City – through MOA Executive Order	All City Employees from first day of employment; Effective 3.28.20	All City Employees	Have a COVID-19 related reason	80 hours for full time Employee; Pro-rated for part time Employees	Regular Pay
Accrued Sick Includes Earned Sick and Safe Time (ESST) City – through CBA, City Ordinance, City policy	Individual balances vary	All City Employees**; except Trades **Include paid interns	Expanded under EPL	Varies by available individual balances	Regular Pay
Accrued Vacation City – through CBA or Policy	Individual balances vary	All City Employees, except Trades and temporaries	May use under EPL	Varies by available individual balances	Regular Pay
Other Accrued Leaves City – through CBA or Policy	Individual balances vary	All Employees, except Trades and temporaries	May use under EPL	Varies by available individual balances	Regular Pay
Negative ESST City – through EPL MOA and Executive Order	After exhaustion of EPL and Accrued Leaves; Effective 3.28.20	All City Employees**; except Trades **Include paid interns	Have a COVID-19 related reason	80 hours if full time; up to 48 hours if part time – pro-rated	Regular Pay
FFCRA FMLA Expansion Federal Law	Employees after 30 days of employment	All City Employees; Trades employees are under review	COVID-19 related child care, day care, or school closure issue required	12 weeks total (would be in conjunction with other FMLA leaves); intermittent leave allowed	1st two weeks unpaid (can use other paid leaves during this time); next ten weeks at 2/3rd regular wage – capped at \$200/day*
FFCRA Emergency Sick Leave Federal Law	All City Employees	All City Employees; Trades employees are under review	Have a COVID-19 illness and COVID related quarantine or medical treatment for self (employee)	Two weeks; 80 hours for full time; pro-rated for part time	Compensation varies on available leave and circumstance of use*
Short Term Disability Per Short Term Disability Insurance Contract	After one week waiting period	Employees who chose coverage during open enrollment and are enrolled	Have a COVID-19 illness (employee's injury only)	Up to six (6) months with a one week waiting period with a doctor's certification	Depends on what level of coverage was purchased by employee; the maximum coverage that could have been purchased was 66% of monthly salary
Unemployment Compensation Minnesota State Law, expanded by Governor's Executive Order	As soon as employee applies for unemployment and is accepted by DEED	Employees who are separated from employment or are losing work, or lack of childcare, due to COVID-19	Needs to have a COVID-19 related loss of income or reason	Needs to be a COVID-19 related loss of income or reason	Approximately 50% of your average weekly salary with a maximum of \$740 / week

*The employee may choose to use existing paid vacation, personal, or sick leave to supplement the amount the employee receives from FFCRA Emergency Sick Leave or Expanded Family Leave, up to the employee's normal earnings.