



Public Safety Quarantine Leave Policy

Purpose

The purpose of this policy is to provide guidance in accordance with Chapter 180.008 of the Local Government Code regarding paid quarantine leave for Peace Officers. The quarantine leave will be used to quarantine or isolate Peace Officers due to a possible or known exposure to a communicable disease **while on duty**. The City of Pflugerville recognizes that employee health and safety is important. The City supports establishing a workplace that is comfortable, healthy, safe, and supportive.

This policy will be applied with the Workers Compensation policy, as this leave is granted only for on-duty exposures.

Scope

This policy applies to all Peace Officers (“Covered Employees”) employed by the City of Pflugerville.

Definitions

"Health authority" has the meaning assigned by Section 121.021, Health and Safety Code.

"Peace officer" means an individual described by Article 2.12, Code of Criminal Procedure, who is elected for, employed by, or appointed by the City.

Policy

The use of quarantine leave may be granted after a Covered Employee has had a possible or known exposure to a communicable disease while on duty. The City of Pflugerville’s health authority will determine when a threat of highly communicable or life-endangering diseases are immediately present and may release orders for applicable/essential workers to follow general quarantine protocols. When this occurs, department supervisors will allow for the use of quarantine leave based on the health authority’s protocols for appropriately dealing with the disease and/or its prevention of community spread. Employees will be released from quarantine leave based on guidance from the City’s local health authority.

Employees/Supervisors are required to file all workers compensation notifications, as this leave may run concurrently with the workers compensation process and applicable City

policies. Supervisors will take care in their method of reporting the leave so as not to violate privacy concerns.

Applicable employees on paid quarantine leave will be treated consistently with other workers compensation claims and continue to be eligible for all employment benefits and compensation, including continuing their leave accrual, pension benefits and eligibility for health benefit plan benefits for the duration of the leave. While on quarantine leave, the employee shall not, and shall not be required to, use any other paid leave type (vacation, sick, holiday, compensatory time).

When applicable, employees who must be quarantined may be eligible for reimbursement for reasonable costs related to the quarantine, including lodging, medical, and transportation. The employee must receive approval from the People and Culture department prior to incurring quarantine expenses. Employees will be expected to provide receipts for reimbursement which will be presented to People and Culture for appropriate review and processing in coordination with the Finance department.

The Police department will coordinate with People and Culture to ensure this policy is implemented as applicable. Upon notification, People and Culture will follow appropriate steps to ensure applicable leave is communicated to the employee/payroll and will ensure any and all ADA and FMLA is applied when necessary.

This policy may be amended due to further statutory/legal guidance or other practical reasons.