



April 7, 2021

MEMORANDUM

SENT VIA EMAIL

TO: All County Employees

FROM: Brandi Hopkins, Director of Human Resources *Brandi Hopkins*

SUBJECT: **Updated Guidance on COVID Leave Law – SB 95 COVID-19 Supplemental Paid Sick Leave**

On March 19, 2021, Governor Newsom signed SB-95 into law expanding requirement for public agencies to provide up to 80 hours of COVID-19 Supplemental Paid Sick Leave (SPSL) to employees unable to continue to work or telework for specific reasons related to COVID-19. SB 95 went into effect March 29, 2021, retroactively to January 1, 2021 and is set to expire September 30, 2021.

SB 95 is similar to Emergency Paid Sick Leave Act (EPSL), in that it provides for an extra bank of time to be used specific to COVID-19 related leave. However, SB 95 expands eligibility and adds additional qualifying reasons such as providing paid sick leave for vaccine appointments and vaccine related symptoms. Request forms are available through your department's human resources/payroll process and will be available on the Employee COVID-19 website: <https://www.sjgov.org/covid19/employees> (in the forms tab).

Human Resources is actively taking steps to comply with SB 95 in collaboration with Auditor Payroll Division by creating a separate bank of leave and necessary pay codes for this purpose. Full-time employees can expect to see a new leave bank on their checks by April 16, 2021. Note that part-time employees will see a notation that the leave is "variable" as the amount of leave a part-time employee is eligible for varies based on the number of hours the part-time employee worked prior to the leave being taken.

Thank you for your cooperation as we continue in our efforts to provide San Joaquin County employees a safe work environment.

BH:cs:

Attachments:

1. Overview - 2021 COVID-19 Supplemental Paid Sick Leave
2. 2021 COVID-19 Supplemental Paid Sick Leave Poster

cc: County Administrator's Office
County Counsel
Auditor-Controller, Payroll Unit
Katherine Harris, Deputy Director of Human Resources
HR Analysts