



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

March 1, 2023

TO: Jerome D. Schad, Chair
Peggy A. LaGree, Vice Chair
Michele M. Iannello, Treasurer

FROM: Jennifer Hibit, Director of Human Resources

SUBJECT: Ending COVID Policy

First, thank you for approving and implementing the new Covid-19 Policy (the "Policy"). Having the Policy, cleared up much of the confusion around what qualified for permissive time and allowed both managers and employees a clear understanding of the rules.

As you are aware, President Biden announced an end to the Covid-19 national public health emergency, which will officially end on May 11, 2023.

With that I am recommending the Authority also end the Policy. Currently, employees are allowed to use their own accrued time for any sickness they might acquire. The ECWA Sick Leave benefits are generous and ending the use of permissive time starts to return us to pre-Covid status.

While we will never forget the last 3 years and how it has affected and changed our world, permissive time was a generous benefit that was never meant to be a forever policy. With the ending of the national public health emergency, many vaccine options and an increased immunity from both vaccines and infections, now is the appropriate time to end the use of permissive time and retire the Covid-19 policy here at ECWA.

While this does not mean the end of COVID-19, it does mean this is now a disease that is something we must learn to live with, much like the flu.

If such a need arises, the Policy can always be reinstated. The sad reality is pandemics like Covid are always a possibility in our ever-changing world, and ECWA will remain prepared to do whatever needs to be done to continue to provide safe, clean drinking water to our community and keep our employees healthy and safe.

ERIE COUNTY WATER AUTHORITY
AUTHORIZATION FORM
For Approval/Execution of Documents
(check which apply)

Contract: _____ **Project No.:** _____
Project Description: AUTHORIZATION TO RESCIND THE ERIE COUNTY WATER
AUTHORITY COVID-19 POLICIES AND PROCEDURES

Item Description:

- | | | | |
|---|--|---|---------------------------------------|
| <input type="checkbox"/> Agreement | <input type="checkbox"/> Professional Service Contract | <input type="checkbox"/> Amendment | <input type="checkbox"/> Change Order |
| <input type="checkbox"/> BCD | <input type="checkbox"/> NYSDOT Agreement | <input type="checkbox"/> Contract Documents | <input type="checkbox"/> Addendum |
| <input type="checkbox"/> Recommendation for Award of Contract | <input type="checkbox"/> Recommendation to Reject Bids | | |
| <input type="checkbox"/> Request for Proposals | | | |
| <input checked="" type="checkbox"/> Other <u>AUTHORIZATION TO RESCIND THE ECWA COVID-19 POLICIES AND PROCEDURES</u> | | | |

Action Requested:

- | | |
|---|--|
| <input type="checkbox"/> Board Authorization to Execute | <input type="checkbox"/> Legal Approval |
| <input type="checkbox"/> Board Authorization to Award | <input type="checkbox"/> Execution by the Chairman |
| <input type="checkbox"/> Board Authorization to Advertise for Bids | <input type="checkbox"/> Execution by the Secretary to the Authority |
| <input type="checkbox"/> Board Authorization to Solicit Request for Proposals | |
| <input checked="" type="checkbox"/> Other <u>AUTHORIZATION TO RESCIND THE ECWA COVID-19 POLICIES AND PROCEDURES</u> | |

Approvals Needed:

APPROVED AS TO CONTENT:

<input checked="" type="checkbox"/> Director of HR		Date: <u>3/15/2023</u>
<input type="checkbox"/> Chief Operating Officer	_____	Date: _____
<input type="checkbox"/> Executive Engineer	_____	Date: _____
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input type="checkbox"/> Chief Financial Officer	_____	Date: _____
<input type="checkbox"/> Legal	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority		Date: <u>3/15/2023</u>
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Remarks: _____

Resolution Date: _____ **Item No:** _____