

Subject: Federal Families First Coronavirus Response Act (FFCRA) Benefits Ending December 31, 2020

The following email has been approved for Citywide Broadcast by the Mayor's Office
Point of contact for this broadcast: shr_leaveadministration@seattle.gov

Dear City employees,

The federal Families First Coronavirus Response Act (FFCRA) went into effect on April 1, 2020. This federal leave program provided eligible employees with additional sick leave (Emergency Paid Sick Leave - EPSL) and expanded family and medical leave benefits (Expanded Family Medical Leave Act – EFMLA) to help mitigate the impacts this pandemic has on employees. **This federal leave program and its benefits will expire on December 31, 2020 and will no longer be available to City employees who are experiencing a COVID-19 related event.**

What are the impacts of FFCRA ending?

- Employees who are currently utilizing FFCRA will receive its benefits through December 31, 2020, as long as employees still qualify for the leave and have available FFCRA hours remaining.
- City earn codes for FFCRA utilization will no longer be available after December 31, 2020.
- The ESS FFCRA Claim Form will no longer be available and accessible after December 31, 2020.

Looking ahead into 2021: City resources for employees

The City understands that employees will still need COVID-19 resources beyond December 31, 2020. Below is a summary of City resources that remain available to employees after the expiration of FFCRA.

- Employees who have been utilizing Emergency Paid Sick Leave (EPSL) under FFCRA will be able to continue using their accrued paid leave after December 31, 2020. Depending on the circumstances, some employees may also be eligible for other City leave programs, such as Donated Sick Leave, Paid Family Care Leave, or City Family Medical Leave. Employees must contact and consult with the HR department to discuss their leave options as each circumstance and reason for leave is unique.
- Employees who have been utilizing Emergency Paid Sick Leave (EPSL) and/or Expanded Family Medical Leave (EFML) under FFCRA for childcare purposes will continue to be able to use their accrued paid leave, including paid sick leave, after December 31, 2020. Employees may also discuss with their managers whether it is feasible to work a reduced or flexible schedule.
- Employees who continue to need leave for a COVID-19 event, but have exhausted their accrued paid leave, should contact their HR department to discuss any other available City leave options.
- For employees balancing work, parenting, and assisting their children with schooling (e-learning) from home, the ReThink family support benefits will continue.

- The Employee Assistance Program (EAP) is always available to employees and their families with coping, counselling, and health resources.

Your and your family's safety and well-being are important to us. We will continue to provide support to employees. Thank you for all that you do. Please continue to stay safe and healthy.

Sincerely,

Bobby

Bobby Humes
Director
Seattle Department of Human Resources