



CITY OF WAUKESHA

Administration

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Committee: None	Date:
Common Council Item Number: 20-0450	Date: 4/9/2020
Submitted By: Brian Running	City Administrator Approval: Kevin Lahner, City Administrator
Finance Department Review: Rich Abbott, Finance Director Click here to enter text.	City Attorney's Office Review: Brian Running, City Attorney BER
Subject: Ratification and approval of Human Resources Policy concerning work conditions during COVID-19 outbreak.	
Details: The coronavirus outbreak made it immediately necessary for workplace rules to be established for city employees that may contract COVID-19. The HR Department created an emergency policy based on CDC guidelines and other authoritative sources, and implemented it immediately. Ordinarily, HR policy changes would be developed by the HR Committee and then approved by the Common Council. In this case the policy was implemented by the Mayor under the powers granted by Wis. Stat. section 313.14, and it requires ratification by the Common Council to remain in effect. Ratification simply means that you approve of it and all actions taken pursuant to it before your approval. Please read the policy carefully and note any questions you may have about it.	
Options & Alternatives: There is no practical alternative. There must be a procedure in place for employees that contract COVID-19.	
Financial Remarks: There is no financial impact from approval of the policy.	
Executive Recommendation: Approve the March 27, 2020 HR policy regarding work conditions during the COVID-19 outbreak, and ratify all actions taken pursuant to it.	

