

From: [Mayor](#)
To: [Mayor](#)
Subject: COVID-19 Update: Families First Coronavirus Act
Date: Wednesday, March 25, 2020 4:31:35 PM
Attachments: [Families First Coronavirus Response Act - Employees FAQs.pdf](#)



A handwritten signature in purple ink that reads "Nadine Woodward".

The City of Spokane

COVID-19 News Update for March 24

Information about Coronavirus Disease 19 (COVID-19) is evolving rapidly. We want to make sure our City employees have up-to-date information. We will provide this update, as needed, to communicate what you need to know, while we work to reduce the spread of this disease in our community and continue to provide critical public services.

Families First Coronavirus Response Act

All of us have heard lots of information about programs to assist families, businesses and employees during this time. Today, we have some great information to share with our employees about the federal *Families First Coronavirus Response Act*. This legislation provides paid leave to eligible employees under certain circumstances related to the impact of COVID-19. We've attached a comprehensive look at this act, but below is a summary for you.

Emergency Paid Sick Leave

Eligible employees can receive up to 2 weeks of paid leave for the following reasons:

1. Subject to a federal, state, or local quarantine or isolation order related to COVID-19.
2. Advised by a healthcare provider to self-quarantine due to COVID-19 concerns
3. Experiencing COVID-19 symptoms and seeking medical diagnosis
4. Caring for an individual subject to federal, state, or local quarantine or isolation order or advised by a health care provider to self-quarantine due to COVID-19 concerns
5. Must care for their child if the child's school or place of care is closed or the child's care provider is unavailable due to public health emergency.
6. Experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.

Emergency Paid Sick Leave becomes available on April 2nd. An application is in development and will be distributed before April 2nd.

Emergency Paid FMLA Leave

Eligible employees can take up to 12 weeks of leave to care for a son or daughter under 18 years of age if the school or place of care has been closed due to the current public health emergency, AND the employee is unable to work or telework.

Emergency Paid FMLA Leave becomes available on April 2nd. An application is in development and will be distributed before April 2nd.

Help slow the spread of COVID-19

Mayor Nadine Woodward has been working with other community leaders to emphasize the importance of taking the recommended measures to slow the spread of COVID-19 through personal preparedness measures and social distancing. Today, we learned that we have 54 positive cases in the Spokane area.

As a reminder, here are the steps you can take to help stay healthy:

Stay home when you are sick. Staying home when ill prevents the spread of infections to others.

- Use good respiratory etiquette and hand hygiene in all community settings, including homes, childcare facilities, schools, workplaces and other places where people gather. Cover your coughs and sneezes with a tissue and put the used tissue in a waste basket. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.
- Wash your hands often and thoroughly with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer (with at least 60-95% alcohol) if you can't wash.
- Avoid touching your eyes, nose or mouth: Germs often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose or mouth.
- Practice other good health habits: Clean and disinfect frequently touched surfaces at home, work or school, especially when someone is ill. Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids and eat nutritious food.
- Have contingency plans for your family to manage school closures. Work from home, if you can.
- Support each other, regardless of race, ethnicity or nationality, and including individuals who have become ill. Show compassion and support for individuals and communities most closely impacted and anyone who might be sick.
- Follow the "Stay Home, Stay Healthy" order.

Employee Information Portal (<https://covid19.spokanecity.org/>)

Remember, this Employee Information Portal is a great resource for employees to stay current on what's happening with the COVID-19 response. The [Employee Information Portal](#) can be accessed from work or home, using a computer or mobile device. All of the emailed information we have sent to employees is archived here.