UMSL All-Staff Call
April 8, 2020
Agenda
Self-Care – Tricia Kennedy, UMSL EAP
The Needs of Leaders and Followers
Federal Leave Laws and HR-700
The Needs of Leaders and Followers
GALLUP BLOG 6 HOURS AGO

Gallup COVID-19 Data Brief No. 3
by Lydia Saad
Gallup’s April 7 review of its latest findings on the COVID-19 includes several new insights on the effect on workers, and Americans’ anxiety.

WORKPLACE 58 MINUTES AGO

How Leaders Are Responding to COVID-19 Workplace Disruption
Gallup shares an overview of data on COVID-19 disruptions and organizations’ progress in meeting employees’ needs.

State of the States

POLITICS 6 HOURS AGO

Eight in 10 in U.S. Experiencing Significant Disruption
The vast majority of Americans report their lives have been disrupted by the coronavirus situation, and an increasing proportion expect those disruptions...

Due to Coronavirus

WELL-BEING 18 HOURS AGO

No Visitors
Are allowed in the Emergency Room

Three in Four Americans Worry About COVID-19 Exposure
About three in four Americans say they are “very” or “somewhat worried” that they or a family member will be exposed to the coronavirus.

ECONOMY APR 3, 2020

COVID-19 Effects at Workplaces Accelerate
Hiring freezes (40%) and hour or shift reductions (31%) are more common employer responses to COVID-19 than job cuts (13%).

ECONOMY APR 3, 2020

U.S. Workers Discovering Affinity for Remote Work
Fifty-nine percent of U.S. workers who are working from home during the COVID-19 crisis would prefer to keep doing so after restrictions are lifted.

WORLD APR 3, 2020

Satisfaction With Healthcare Access Lacking in Spain, Italy
What Employees Need... (% strongly agree)

1. My leadership has a clear plan of action. (39%)

2. I feel well-prepared to do my job. (54%)

3. My supervisor keeps me informed about what is going on. (48%)

4. My organization cares about my wellbeing. (45%)

A key predictor of low worry and high confidence is whether each employee believes, and experiences, that the organization is looking out for their best interest.

COVID-19: What Employees Need From Leaders Right Now
BY JIM HARTER
What Followers Need Most

• **Trust:** Be predictable in an unpredictable time.
  • You don’t need to predict the future, you need to be predictable now and in the future.

• **Compassion:** Say it loud and back it up with policy.
  • Your people need to hear you and other leaders say out loud that they understand, that the organization is behind them, that we will get through this new situation together.

• **Stability:** Provide psychological safety and avoid tunnel vision.
  • Practical: employees have the resources they need to work
  • Psychological: employee know your decision making principles, especially regarding employment and pay.

• **Hope:** It’s your most precious asset during turmoil.
  • Tell people what you want to achieve this week, this month, this quarter, and why you’re sure those goals can be reached. That gives people reason to hope and motivation to dig deep.

“For all of us, we can honor and respect the loss or losses we are experiencing, and trust our preferences for how we manage our reactions to loss.”

Ann Steffen, PhD, ABPP
Professor, Department of Psychological Sciences, UMSL

4/8/2020
Creating Positive Relationships That Build Trust

• Stay in touch on the issues and concerns of others.
• Balance results orientation with concern for others.
• Generate cooperation between others.
• Resolve conflict with others.
• Give honest feedback in a helpful way.
To adjust to this changing reality, the University is:

- Revising the enhanced leave policies issued last month to align with new federal legislation that provides additional leave for employees unable to work due to childcare or quarantine/isolation issues related to COVID-19.
- Providing additional expanded leave policies that include up to two weeks of partially paid sick leave and up to 10 weeks of partially paid expanded family and medical leave through the Federal Families First Coronavirus Response Act (FFCRA).
- For individuals who are not able to telework or perform work on site, administrative leave will continue until no later than April 12, 2020.
Families First Coronavirus Response Act (FF)

April 1 to Dec 31, 2020 (not retroactive)

Applies to all active employees

Two Parts

• Employee Paid Sick Leave Act (EPSLA)
• Emergency Family and Medical Leave Expansion Act (EFMLEA)

4/8/2020
Covered Reasons for Leave

1. Subject to a Federal/State/local quarantine or isolation order related to COVID-19
2. Has been advised by a health care provider to self-quarantine due to concerns related to COVID-19
3. Is experiencing symptoms and seeking a medical diagnosis
4. Is caring for someone subject to a Federal/State/local quarantine or isolation order related to COVID-19 or who has been advised by a Health Care provider to self-quarantine.
5. Is caring for his or her child whose school or place of care is closed due to COVID-19 precautions.
6. Is experiencing any other substantially similar conditions specified by the US Dept. Of Health and Human Services

4/8/2020
Exclusions

Health Care Providers (Under Review)

Emergency Responders

4/8/2020
Emergency Paid Sick Leave Act (EPSLA)
Paid Sick Leave (Reasons 1 – 3)

- All employees (including students)
- Regular rate of pay
- Two weeks of paid sick leave or FTE equivalent amount.
- Full pay capped at $511 per day/$5,110 total

1. Subject to a Federal/State/local quarantine or isolation order related to COVID-19
2. Has been advised by a health care provider to self-quarantine due to concerns related to COVID-19
3. Is experiencing symptoms and seeking a medical diagnosis
Paid Sick Leave (Reasons 4-6)

- All employees (including students)
- Two-thirds of regular rate of pay
- Two weeks (80 hours) of paid sick leave or FTE equivalent amount.
- Capped at $200 per day/$2,000 total

4. Is caring for someone subject to a Federal/State/local quarantine or isolation order related to COVID-19 or who has been advised by a Health Care provider to self-quarantine.

5. Is caring for his or her child whose school or place of care is closed due to COVID-19 precautions.

6. Is experiencing any other substantially similar conditions specified by the US Dept. Of Health and Human Services
UM HR-700
Policy and Practice

• For Reasons 1-3:
  • Use accrued sick leave (100% of pay)
  **OR**
  • Use FF sick leave at two-thirds pay.
  • Employee can choose which sick leave they use if they have accrued time.

• New timekeeping codes effective April 13.

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2. Has been advised by a health care provider to self-quarantine due to concerns related to COVID-19

3. Is experiencing symptoms and seeking a medical diagnosis
Emergency Family and Medical Leave Expansion Act (EFMLEA)
Benefit & Eligibility

**Benefit**
- 12 weeks of continuous or intermittent job-protected leave, partially paid, with continuation of health insurance.
  - Week 1 and 2: unpaid (or employee can use accrued PTO/EPSLA)
  - Week 3 through 12: paid at two-thirds the employee’s regular rate of pay after PTO is exhausted
  - Runs concurrent with EPSLA/PTO.

**Eligibility**
- Active full and part-time (and student) employees
- Who have been employed at least 30 days; AND
- Who are caring for their child whose school or place of care is closed due to COVID-19 related reasons
- Who have exhausted their accrued Paid Time Off. (for two-thirds pay)
UM HR-700
Policy and Practice

- Approvals through Cherwell (in development)
- Approvals and denials retained for four years
- New time keeping codes effective April 13
Helpful Links

UMSL and UM System Resources

- HR-700 Enhanced HR Policies for Employees in Response to COVID-19
- Additional Guidance and FAQs for Enhanced HR Policies in Response to COVID-19
- Families First (FCCRA) Paid Sick Leave and Paid Family and Medical Leave Request Form
- UMSL Working Well Resources for Employees
- Learning Recommendations
- Messages from the Office of the President

US Department of Labor:

- Families First Coronavirus Response Act: Employee Paid Leave Rights
- Families First Coronavirus Response Act: Employer Paid Leave Requirements
- Families First Coronavirus Response Act: Questions and Answers