Understanding Employer Compliance And Safety

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Agenda

- CDC Facts & State Resources
- Families First Coronavirus Response Act
- Compliance Legal Liabilities
 - Family Medical Leave Act
 - Americans with Disabilities Act
 - Department of Labor Compensation
 - Unemployment Compensation
 - Employee Discussion Guidelines



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Agenda

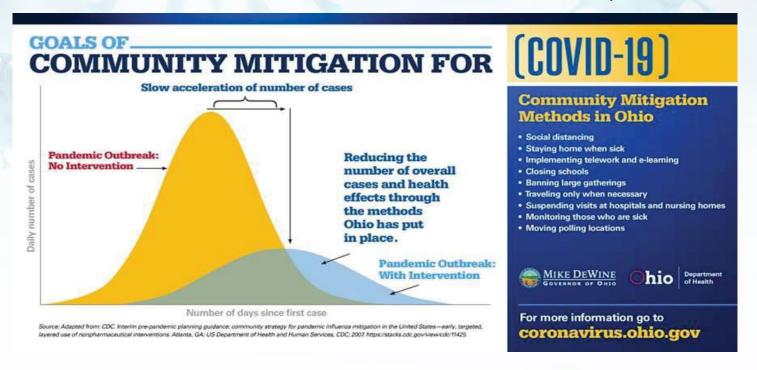
- Moving forward proactive employer approach
 - Review of employee handbooks
 - FMLA, Medical Leaves of Absences
 - Temporary Remote Work Policies
 - Crisis Communication Plan & Policies update
 - Best Practices how do we retain furloughed workers?



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Centers for Disease Control and Prevention, State Statistics

88 confirmed cases in Ohio as of March 18, 2020





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CDC & State Resources

- CDC Resources
- White House Task Force
- The Ohio Channel, Governor Mike DeWine's page
- World Health Organization



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Employer Resources

- Shared Work Ohio
 - o jfs.ohio.gov/ouio/SharedWorkOhio
 - Alternative to layoffs for employers
 - Allows workers to remain employed and employers to retain staff during times of reduced business activity
 - Employers should provide Ohio Department of Job and Family Services with a list of participating employees and specify their normal weekly hours of work, not to exceed 40 hours and not including overtime
 - Part-time employees may be eligible, but all employees in an affected unit must have their hours reduced by the same reduction percentage



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- Approved by Senate on 3-18-20
- Approved by President evening of 3-18-20
- Stay tuned for details as to effective date and specifics.



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- What does act provide?
 - Free Coronavirus testing
 - Paid emergency leave
 - Enhanced unemployment insurance
 - Additional funding for nutritional programs
 - Protections for health care workers and employees responsible for cleaning at risk places
 - Additional federal funds for Medicaid



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- Pending details for paid sick leave
 - o Employers to provide 80 hours of paid sick leave for:
 - Mandated Quarantine due to COVID-19 by government or health care provider
 - At onset of symptoms for virus until medical diagnosis obtained
 - Caring for relative who is in quarantine
 - Child care due to closed school or daycare provider
 - Capped at \$511 a day for workers own care
 - \$200 a day for care of other as defined above
 - Benefits of act will expire at end of 2020



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- Large and Small Business Exceptions
 - Private businesses with more than 500 employees would not be covered
 - Employers with fewer than 50 employees could file for an exemption from providing paid leave if it "would jeopardize the viability of the business"



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Family Medical Leave Act

FMLA

- o 50 or more employees within 75 mile radius
- 12 weeks unpaid leave for qualifying reasons
- Quarantine issues if infected
- Pending federal legislation for paid leave benefits
- Would need to run concurrent with any leaves



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Americans With Disabilities Act

ADA

- Employee may develop a disability from COVID-19 or aggravate a pre-existing disability
- Employee may be entitled to a reasonable accommodation, providing no undue hardship to employer
- Possible accommodations
 - Work remotely
 - Leave
 - Reduced Work Schedule
 - No Travel



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- Will workers qualify for unemployment benefits if COVID-19 causes the employer to lay off employees due to loss of production caused by virus?
 - Yes, if employees are otherwise eligible.



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- Will workers qualify for unemployment benefits if COVID-19 causes employer to shut down operations?
 - o Yes
 - Unemployment benefit will be available for eligible individuals even if they are not actually diagnosed with COVID-19.
 - The waiting period for unemployment eligibility has been waived.



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- If an employee receives unemployment benefits will the employer's unemployment taxes increase?
 - For contributing employers, charges during this timeframe will be mutualized.
 - Follow Ohio Revised Code Chapter 4141.



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- Additional Resources
 - o http://jfs.ohio.gov/ouio/CoronavirusAndUI.stm



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Department of Labor - Compensation

- https://www.dol.gov/coronavirus
- https://www.dol.gov/agencies/whd/flsa/pandemic
 - Review the above for specific guidelines keeping in mind:
 - FLSA applies to hours actually worked. It does not require employers who are unable to provide work to non-exempt employees to pay them for hours employees "would have worked".
 - Exempt, salaried employees generally must receive their full salary in ANY week which they perform work, subject to certain very limited exceptions.



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Guidelines For Employee Discussions

- Can we ask employees to go home if they are showing signs of COVID-19?
 - Yes, you can send them home and request they speak with their doctor.



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Guidelines For Employee Discussions

 Can employees be asked to notify their employer if they've come in contact with someone who has COVID-19?

o Yes

- Visit the CDC website for guidance on how to conduct a risk assessment.
- Sample language for employees who are ill or who are reporting that they are ill:

"We recommend you contact your doctor if you are experiencing symptoms such as fever, cough, or shortness of breath."

- Avoid questions regarding potential disabilities or ADA.
- Confidentiality is key! Ensure no employee names or medical conditions are shared per HIPAA regulations.



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Best Practices

- Retention of employees furloughed employees
- Conduct conversations with employees at the time of layoff, for example:
 - "Please plan to check in with us periodically, we will keep you updated as to any potential recall details as they are determined."
- Due to the competitive labor market, communication will be key the when the time comes to re-hire key employees after this virus is resolved.



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Questions?



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