



EXECUTIVE ORDER 2020- 05

AN EXECUTIVE ORDER SUPPLEMENTING EXECUTIVE ORDER 2020-02 TO ISSUE ADDITIONAL PERSONNEL ORDERS AND FURTHER CLARIFY THE PRIOR ORDER

WHEREAS, On March 18, 2020, the Mayor issued a Proclamation declaring a local emergency as a result of the COVID-19 pandemic;

WHEREAS, On March 20, 2020, the Mayor issued an Executive Order (“Executive Order 2020- 02”), which temporarily updated the City’s Personnel Policy and Procedures Manual regarding sick and vacation leave during the Local Emergency relate to the ongoing COVID-19 pandemic;

WHEREAS, the Centers for Disease Control (“CDC”) continues to issue guidance surrounding the ongoing COVID-19 pandemic; and

WHEREAS, the Mayor desires to supplement the Executive Order 2020-02 to issue additional orders in response to the updated CDC guidelines and further clarify orders contained in Executive Order 2020-02.

NOW, THEREFORE, pursuant to the authority granted me by virtue of my office, I hereby issue this executive order.

- (i) Section XIV of the Personnel Policies and Procedures Manual is temporarily amended to extend the accrual year for sick and vacation leave through June 26, 2020. This paragraph shall be retroactive to March 18, 2020 and shall expire on June 27, 2020.
- (ii) Any employee subject to the circumstances identified in paragraph vi of the Mayor’s Executive Order 2020-02 are ordered to seek a COVID-19 test, to the extent such testing is reasonably practicable, and are to notify their Department Director and the Human Resources Director, as soon as reasonably practicable, of the results of any COVID-19 test received.
- (iii) All Public Safety employees are hereby excluded from the pandemic quarantine order issued under paragraph vi of the Executive Order 2020-02 and are hereby ordered to comply with the orders issued by their Department Chief;
- (iv) The following employees are considered “Emergency Responders” for purposes of Executive Order 2020-02:
 - a. Public Safety Employees
 - b. Information Technology Employees
 - c. Department of Finance Employees
 - d. Employees of Water, Stormwater, Sewer, Streets, Engineering, and Building Divisions
 - e. Employees of Community Development Department

CHERIE WOOD
MAYOR

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- f. Members of the Mayor's Office of Disaster and Emergency Services
 - g. Employees of the Justice Court
 - h. Members of the Mayor's Cabinet
 - i. Employees of Animal Services
 - j. Employees of the Public Assets Department whose job functions relate to maintenance/operation of buildings or the city's fleet
 - k. Promise Department employees who have been assigned to the temporary emergency childcare services
- (v) All employees reporting to any physical work location outside of their own home are ordered to wear a facemask in the manner described by the CDC or, in the event the State or Salt Lake County issues guidelines, in conformance with the local guidelines.

THIS ORDER IS TO TAKE EFFECT IMMEDIATELY and shall supersede and replace any conflicting City policy or order for the duration of the emergency.

DATED THIS 8th DAY OF April, 2020.



CHERIE WOOD
MAYOR

ATTEST:



CRAIG D. BURTON
CITY RECORDER