

## FINANCE AND PERSONNEL COMMITTEE

Yuma Private Industry Council, Administrations Building  
3834 W. 16<sup>th</sup> Street, Yuma, AZ 85364  
Meeting Link: <https://zoom.us/j/99562360008>  
Meeting ID: 995 6236 0008  
Phone: +1 253 215 8782 US  
January 27, 2021  
12:00 p.m.

### MINUTES

**I. CALL METTING TO ORDER**

Maria Chavoya called the meeting to order at 12:08 p.m.

**II. ROLL CALL**

The roll was called, and those present and absent were:

| Members Present                | Members Absent           |
|--------------------------------|--------------------------|
| 1. Maria Chavoya (Virtually)   | 1. Daniel Corr (Excused) |
| 2. Jesus Garcia (Virtually)    |                          |
| 3. Steven M. Miller Virtually) |                          |
| 4. Antonio Zuniga (Virtually)  |                          |

**Thereby a quorum was established.**

**Staff Present**

Beatriz Aguilar, YPIC  
Adriana McBride, YPIC  
Patrick Goetz, YPIC  
Martha Camacho, YPIC

**III. EXTENSION OF EMERGENCY SICK LEAVE**

Adriana McBride, Human Resource Manager reminded the committee that on June 10, 2020 the Local Workforce Development Board approved the policy to provide up to 80 hours of emergency paid sick leave for employees that were affected by Covid-19. The policy is in accordance with the CARES Act and it was effective until December 31, 2021. The CARES Act has extended the benefit until March 31, 2021. Tax credits and reimbursements will be received if the agency voluntarily continues to offer the emergency sick leave until March 31, 2021.

Within the last week YPIC had a Covid-19 outbreak and several employees were exposed to the virus. Some tested positive, some negative, and some are still quarantined. Some employees are new and have not accrued sick leave; therefore, the agency would like to extend the policy for the allowed three additional months.



Adriana McBride added on December 2020, the Executive Committee indicated at one of their meetings that if minor changes are made to any policy by the Local Board staff there was no need to present the policy for reapproval. Instead, the Local Board staff can present the changes made at the next full Board meeting.

Adriana McBride emphasized “we are only extending the expiration date to March 31, 2021 as permitted by the CARES Act, everything else remains the same.”

Adriana McBride explained “we are presenting this since several staff members would be able to use the emergency sick leave during this payroll period and payroll is due at 3:00 p.m. today.”

Adriana McBride asked for support on this effort and asked for feedback from the Committee.

Steven M. Miller recommended to extend the policy until June 2021 if possible. Committee members suggested to follow the federal guidelines that have been provided.

Antonio Zuniga expressed that a caveat of the extension is that the 80 hours limit has not been increased. Adriana McBride indicated that the hours remain at a maximum of 80 hours and those employees that have already used it, will not receive additional paid emergency sick leave.

Jesus Garcia recommended to extend the Emergency Sick Leave pay for as long as the Act is extended so Local Board staff does not have to be meeting to make that decision. The Committee felt strongly that it was important to extend the Emergency Paid Sick Leave and Expanded FMLA Policy until March 31, 2021. The Committee members indicated that if another extension is granted by Federal guidelines the Local Board staff is allowed to extend the policy accordingly. All members agreed.

Maria Chavoya thanked everyone for making themselves available for the meeting.

#### **IV. ADJOURNMENT**

Maria Chavoya asked for a motion to adjourn the meeting. A motion was made by Jesus Garcia; seconded by Steven M. Miller. The motion carried.

Meeting was adjourned at 12:23 p.m.

VOICE VOTE: 4-0

**Respectfully submitted by Beatriz Aguilar, Clerk of the Board.**