

**COVINGTON WATER DISTRICT  
KING COUNTY, WASHINGTON  
RESOLUTION NO. 4410**

RESOLUTION OF THE BOARD OF COMMISSIONERS OF COVINGTON WATER DISTRICT, KING COUNTY, WASHINGTON, AUTHORIZING THE GENERAL MANAGER TO IMPLEMENT EMPLOYMENT POLICIES RELATING TO THE COVID-19 VIRUS.

**WHEREAS**, on March 24, 2020, the District Board of Commissioners adopted Resolution No. 4409 declaring a local emergency relating to the COVID-19 virus, which Resolution is adopted herein by this reference; and

**WHEREAS**, the District Board of Commissioners desires to adopt this Resolution to authorize the District General Manager to implement certain employment policies on a temporary basis in order to address the spread of the COVID-19 virus and to protect the health, safety and welfare of the District's employees, customers and the general public residing within areas served by the District; now, therefore,

**BE IT RESOLVED**, by the Board of Commissioners of Covington Water District, King County, Washington, as follows:

**1. Temporary Employment Policies Authorized Due to COVID-19.** The District General Manager is authorized to implement the following employment policies on a temporary basis.

A. Compensation Policy for On-Call Employees. Social distancing is a recommended practice to help avoid the spread of the COVID-19 virus. As a result, the General Manager may, at his discretion, elect to send certain employees home from work in order to avoid the risk that an employee who performs a critical or essential function may be exposed to COVID-19 which could result in the loss of the employee for an extended period of time. An employee who is sent home from work, but is unable to perform his or her regular duties through a remote work or telecommuting situation, may still be compensated by the District provided the employee is on "on-call status." For purposes of this policy, "on-call status" is defined to be a situation where the employee is required to be available to report to work at any time to perform his or her regular duties, or other duties that may be assigned by the District. The intent of this policy is to preserve the District's workforce from exposure to COVID-19 to ensure that adequate staffing levels are maintained by the District.

B. Additional Sick Leave Benefits Relating to COVID-19. The General Manager is authorized to implement an employment policy that provides up to an additional ten (10) days of paid sick leave to District employees who meet the following conditions: (1) the employee has contracted the COVID-19 virus, (2) a member of the employee's family currently residing with the employee has contracted the COVID-19 virus, or (3) the employee is under quarantine due to a suspected case of COVID-19. District employees seeking to use this additional sick leave benefit shall be required to provide the District with appropriate evidence to establish that the conditions of this policy are met. The intent of this policy is to preserve the District's workforce from exposure to COVID-19 to ensure that adequate staffing levels are maintained by the District.

2. **Rescission of Temporary Employment Policies Authorized Due to COVID-19.** The District General Manager, at his discretion, may rescind the policies authorized pursuant to this Resolution at any time.

**ADOPTED** by the Board of Commissioners of Covington Water District, King County, Washington, at a regular open public meeting held on the 24<sup>th</sup> day of March, 2020.

Covington Water District  
Board of Commissioners



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David B. Roselle, President



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Tal Weberg, Secretary



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Alan Eades



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Kevin Fuhrer



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Brad Lake