



Legislation Text

File #: 22-451, **Version:** 1

ITEM TITLE:

Consider amending the City Manager's back-to-work and COVID-19 incentive policies to use previously approved and un-spent portions of American Rescue Plan Act allocations to current and future employees, that submit proof of vaccination and booster, by extending the proof of vaccination deadline to December 31, 2022; and to amend the back-to-work incentive for new employees to \$7,500.00 from the previous maximum incentive of \$1,000.00; eligibility for the back-to-work incentive will be based on a variety of different factors. Additionally, both incentives require an employee to satisfactorily perform their duties for six months before they can be considered. Employees hired after December 14, 2021, are required to satisfactorily complete six months of service.

INITIATOR: Craig Akard, Human Resources Director

STAFF INFORMATION SOURCE: Craig Akard, Human Resources Director

BACKGROUND: On December 14, 2021, the Lawton City Council approved a maximum COVID-19 Vaccination Incentive of \$1,000.00 for all current employees and new hire employees that provided proof of being fully vaccinated by June 30, 2022. However, due to the time frame needed to become fully vaccinated, employees had a very short window to begin the process before the expiration date. Accordingly, city staff is recommending that Council extend the deadline to December 31, 2022. City Staff is also recommending that previously approved back-to-work incentive of \$1,000.00 to a new maximum of \$7,500.00 for new employees. The new back to work incentive plan will consist of four levels of incentive pay based upon the position classification and/or the length of time the position has been vacant. Please refer to the attached exhibit for an explanation of the different levels of incentive pay. This incentive will be available to General Employees, Police and Fire Personnel. All employees hired since December 15, 2021, up to the effective date of this amendment will receive the \$1,000.00 incentive previously approved. All new hires on or after the effective date of this amendment shall receive the back-to-work incentive based on their level of classification level after satisfactory completion of six months of employment.

EXHIBIT: Amended ARPA Back to Work Incentive Plan

KEY ISSUES: N/A

FUNDING SOURCE: American Rescue Plan Act funding

STAFF RECOMMENDED COUNCIL ACTION: Authorize the City Manager to utilize previously approved American Rescue Plan Act funding to offer back-to-work incentives for new hires up to \$7,500.00, to include General Employees, Police and Fire Unions. Moreover, recommend extending the COVID-19 vaccination deadline to 31 December 2022.