

**RESOLUTION 2020—010**

A RESOLUTION CREATING A VOLUNTARY COUNTY FURLOUGH PROGRAM

- WHEREAS, the President of the United States has declared a national emergency for the Covid-19 novel virus; and
- WHEREAS, the Governor of Indiana has declared a public health emergency for Coronavirus Disease 2019 Outbreak ("COVID-19") pursuant to I.C. 10-14-3-12; and
- WHEREAS, during this national emergency the local economy has stopped and the State has extended deadlines on the payment of real and personal property taxes to the County; and
- WHEREAS, allowances need to be made for the benefit of the County and the costs of services; and
- WHEREAS, the Governor of the State of Indiana has implemented a process for getting Indiana back to work and government operating to serve the citizens; and
- WHEREAS the Commissioners have worked with the County Council to create a furlough program for employees that volunteer to be furloughed for 12 weeks as a start to conserve the financial resources of the County.

**NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY that:**

1. The Board of Commissioners creates a "Voluntary County COVID-19 Furlough Program".
2. Each of the Department Heads and Elected Officials will contact their staff and seek volunteers to be furloughed. The Department heads and Elected Officials shall review all requests for furlough and shall send the approved employees to the Commissioners.
3. An employee on FAMILIES FIRST leave under the CARES Act (either at 100% or 80% pay) shall be ineligible for furlough.
4. An employee on FMLA leave, sick or short-term disability, workmen's compensation leave or unpaid leave shall be ineligible for furlough.
5. The furlough program shall be limited to a number as determined by the Board of Commissioners.
6. In the event that more employees volunteer and are approved for furlough than set by the Board of Commissioners, the Commissioners shall select the employees who have the most time of service to the County as being furloughed first.
7. County employees (volunteers) will be furloughed for a period of 12 weeks starting May 14, 2020 until August 5, 2020.
8. Furloughed employees will be eligible for unemployment benefits.
9. The county will pay the county's share of their health insurance monthly costs. The Employee is required to pay the amount of the health insurance that is deducted from their regular pay to the County on a monthly basis. If an employee fails to pay their health insurance costs for more than 30 days their health insurance could be terminated.
10. While on furlough, the employee will still continue to earn personal days and sick time while on furlough.
11. Furloughed employees shall not perform any work for the County while on furlough except if an employee wishes to maintain their service time with PERF, then they shall be required to work one day per month in different pay periods to maintain their service time with PERF. An employee that chooses not to work will lose 1/8<sup>th</sup> of their annual service time. Once the furlough has ended all employees that were furloughed will still be eligible and participate in PERF. Any employee that works to maintain their PERF shall have the Department Head and/or Elected official notify the County HR Department for proper notification to PERF.
12. The furlough time shall NOT constitute a "break in service" by the employee for longevity, long term benefits and retirement benefits.
13. All compensatory time off shall be frozen until the employee returns to work.
14. No employee on an extended leave, work compensation leave or other type of leave shall be eligible for furlough.
15. All vacation time earned and not used as well as compensatory time off, personal days and sick days not used shall be frozen and eligible to be used by the employee once the employee returns to work.

16. At the end of the furlough period the County Commissioners will notify the employees when to return to work.
17. Any employee that does not report back to work on the date indicated by the County Commissioners shall be terminated pursuant to the County policy.
18. This Resolution shall expire on August 6, 2020.

Dated this 6 day of May, 2020.



**BOARD OF COMMISSIONERS**  
**DELAWARE COUNTY, INDIANA**

\_\_\_\_\_  
Shannon Henry, President

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James King, Vice President

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Sherry Riggan, Member

ATTEST:



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Steven G. Craycraft, Auditor  
Delaware County, IN