



# Town of South Kingstown, Rhode Island

## Office of the Town Manager

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**Robert C. Zarnetske**  
Town Manager

### EMERGENCY MANAGEMENT DIRECTOR EXECUTIVE ORDER 2020-14 (AMENDED)

WHEREAS, on March 9, 2020, the State of Rhode Island Governor Gina M. Raimondo issued Executive Order 20-03 declaring a state of emergency due to the outbreak of COVID-19; and the Town Council of the Town of South Kingstown declared a state of emergency through an emergency ordinance enacted on March 15, 2020 to deal with the COVID-19 pandemic; and

WHEREAS, the Federal Families First Coronavirus Response Act (FFCRA), enacted in March 2020, required certain employers, including the Town of South Kingstown, to provide their employees with paid sick leave benefits for specified reasons related to COVID-19; and

WHEREAS, the FFCRA benefits were available between April 1, 2020 and December 31, 2020; and

WHEREAS, the FFCRA benefits were not extended as part of the recent Federal coronavirus relief and spending package; and

WHEREAS, the Town recognizes significant local impacts related to COVID-19 will continue to exist after December 31, 2020; and

WHEREAS, the Town recognizes that quarantine and isolation are critical and effective methods to combat the spread of COVID-19 within our community and within our workforce;

NOW THEREFORE, the following emergency measures are hereby enacted:

1. Beginning January 1, 2021, the Town of South Kingstown will provide COVID-19 related Administrative Leave to its Full Time and Part Time employees.
2. Said COVID-19 Administrative Leave will be provided to employees who are unable to work, or unable to telework, due to the following reasons:
  - a. The employee is subject to Federal, State, or local quarantine or isolation order related to COVID-19;
  - b. The employee has been advised by a health care provider to self-quarantine related to COVID-19; or
  - c. The employee is experiencing COVID-19 symptoms and is seeking a medical diagnosis
3. Said COVID-19 Administrative Leave is available for up to two weeks of the employee's regular schedule, and will mirror the FFCRA Sick Leave benefits the Town provided employees between April 1 and December 31, 2020.

EMERGENCY MANAGEMENT DIRECTOR  
EXECUTIVE ORDER 2020-14 (AMENDED)  
MARCH 22, 2021

4. Said COVID-19 Administrative Leave, when combined with FFCRA Sick Leave benefits previously used, shall not exceed two weeks of an employee's regular schedule.
  - a. If an employee has previously exhausted the two weeks of FFCRA Sick Leave benefits, the employee will not be eligible for COVID-19 Administrative Leave.
  - b. If an employee has previously exhausted a portion of the two weeks of FFCRA Sick Leave benefits, the employee will only be eligible for COVID-19 Administrative Leave for the difference.
  
5. Employees who are subject to travel-related quarantine requirements are not eligible for said COVID-19 Administrative Leave.

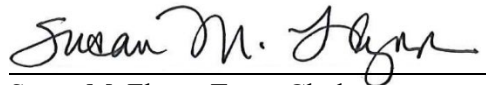
This executive order 2020-14 shall remain in effect until April 30, 2021 or the expiration of the State declaration of emergency, whichever is sooner. This executive order 2020-14 may be further extended if necessary by a subsequent executive order.

Issued March 22, 2021.



Robert C. Zarnetske, Town Manager

Attest:



Susan M. Flynn, Town Clerk