



MEMORANDUM

DATE: April 17, 2020

TO: All Employees

FROM: Michael J. Ortega, PE
City Manager

**SUBJECT: COVID-19 Pandemic Human Resources Guidelines – Part III
Families First Coronavirus Response Act (FFCRA) and Emergency Responders**

On March 18, 2020, The Families First Coronavirus Response Act was signed into law. On March 20, 2020, the U.S. Department of Labor (DOL) updated its “Families First Coronavirus Response Act: Questions and Answers”, addressing, among other things, the Families First Coronavirus Response Act (FFCRA) provisions allowing employers of “health care providers” and “emergency responders” to exclude such employees from the FFCRA’s emergency sick leave and expanded FMLA provisions.

The DOL defined “**emergency responder**” for purposes of the FFCRA exclusions:

Who is an emergency responder?

*An **emergency responder** is an employee who is necessary for the provision of transport, care, health care, comfort, and nutrition of such patients, or whose services are otherwise needed to limit the spread of the response to COVID-19.*

*This includes but is not limited to military or national guard, **law enforcement officers**, correctional institution personnel, **fire fighters**, **emergency medical services personnel**, physicians, nurses, public health personnel, **emergency medical technicians**, **paramedics**, **emergency management personnel**, **911 operators**, **public works personnel**, and **persons with skills or training in operating specialized equipment or other skills needed to provide aid in a declared emergency as well as individuals who work for such facilities employing these individuals and whose work is necessary to maintain the operation of the facility.***

This also includes any individual that the highest official of a state or territory, including the District of Columbia, determines is an emergency responder necessary for that state’s or territory’s or the District of Columbia’s response to COVID-19.

To minimize the spread of the virus associated with COVID-19, the City of Tucson has designated certain positions as falling within the designation of **emergency response personnel**. (see attached)

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To ensure **emergency response personnel** have access to paid leave as a result of exposure to COVID 19, an additional 80 hours of Paid Pandemic Leave will be authorized under Sick Leave A.D. 2.01-7B.(V) (3). <https://www.tucsonaz.gov/hr/administrative-directives>

If your position has been identified as an Emergency Responder, you will receive notice directly from your Department Director. The City of Tucson reserves the right to modify the list of Emergency Responders, based on business needs.

c: Attachment

**CITY OF TUCSON
EMERGENCY RESPONDERS - EXCLUDED FROM FFCRA**

Title	Class Code
WATER	
CHEMIST SUPERVISOR (4)	4019
DISINFECTION TECHNICIAN (6)	4047
ELECTRICAL SUPERVISOR (1)	5757
ELECTRICIAN (6)	5755
ELECTRONIC TECH SUPERVISOR (1)	2251
ELECTRONICS TECHNICIAN (1)	2250
EQUIPMENT OPERATOR SPECIALIST (15)	6005
WATER COMMUNICATION Operator (6)	4004
WATER CONTROL SYSTEM ENGINEER (3)	2022
WATER SYSTEM OPERATOR (13)	4053
EGSD	
SENIOR HEAVY EQUIPMENT MECHANIC (18)	5322
UT AC RE SP II (LANDFILL) (3)	4001
EQUIPMENT OPERATOR SPECIALIST (LANDFILL) (12)	6005
ENVIRONMENTAL SERVICES EQUIPMENT OPERATOR (101)	5158
AUTOMOTIVE MECHANIC (16)	5312
TRANSPORTATION & MOBILITY	
HEAVY EQUIPMENT OPERATOR (25)	6004
EQUIPMENT OPERATOR SPECIALIST (6)	6005
ELECTRICIAN (8)	5755
ELECTRONIC TECHNICIAN (6)	2250
LEAD TRAFFIC CONTROL TECHNICIAN (6)	2733
HOUSING & COMMUNITY DEVELOPMENT	
HOUSING TECHNICIANS (17)	4723
HOUSING TECHNICIAN SUPEVISOR (4)	5720
PHYSICAL PLANT OPERATOR	5780
PUBLIC SAFETY COMMUNICATIONS	
ALL DEPARTMENT EXCLUDED - Commissioned and Civilian	
POLICE DEPARTMENT	
ALL DEPARTMENT EXCLUDED	
FIRE DEPARTMENT	
ALL SUPPRESSION EXCLUDED	
FIRE CD ADMIN (FIRE MARSHALL)	6474
MANAGEMENT ASSISTANT AMBULANCE BILLING	233

4/20/2020

List may be revised and re-issued by HR Director after consultation with Department Directors.