

May 2020



## TOWN OF NANTUCKET HUMAN RESOURCES

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**Town and County Offices**  
remain closed until **May 18<sup>th</sup>**  
to public and non-essential staff.

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### QUICK LINKS:

[TOWN EMAIL ACCESS](#)  
[INFORMATION: COVID-19](#)  
[TOWN MANAGER NEWSLETTER](#)  
[ARCHIVED HR NEWSLETTERS](#)  
[EMPLOYEE ASSISTANCE PROGRAM](#)  
[2020 HOLIDAY CALENDAR](#)  
[VACATION CARRYOVER FORM](#)  
[LEAVE REQUEST FORM](#)



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**May 10-16** This week is National Women's Health Week .

**Take care of your body and mind.**

Learn more, visit [WomansHealth](#)



## Local Updates

[Nantucket Cottage Hospital updates](#)

[Town of Nantucket updates / Town FAQs](#)

[Massachusetts Department of Public Health](#)

[Office of Massachusetts Governor](#)

[Centers for Disease Control and Prevention](#)

### [Back to Work News](#)

- Yesterday, May 11, 2020, Governor Baker announced a four-phased approach to reopening the Massachusetts economy, and published Mandatory Workplace Safety Standards that will apply universally to all workplaces that are open in Phase 1, and are designed to reduce the risk of COVID-19 transmission to employees and customers.

#### **Monday's press release**

#### **The Reopening Advisory Board's overview of the four-phase approach**

#### **Mandatory Workplace Safety Standards**

- The Reopening Advisory Board is scheduled to present a report on the reopening of the Massachusetts economy on May 18th.

### [Face Covering requirements](#)



# townofnantucket

## Nantucket, Massachusetts

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### ALL RESIDENTS REQUIRED TO WEAR FACE COVERING

*SLOWING THE SPREAD OF CORONAVIRUS IS EVERYONE'S RESPONSIBILITY!*

Wear a face covering when you are in public and physical distancing is not possible.

Effective Wednesday, May 6, 2020, Governor Baker issued an Order requiring face masks or cloth face coverings in public places where social distancing is not possible. This applies to both indoor and outdoor spaces.

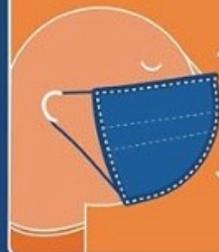
A FACE COVERING CAN INCLUDE ANYTHING THAT COVERS YOUR NOSE AND MOUTH.

WEAR A FACE COVERING OR MASK WHEN IT IS DIFFICULT TO MAINTAIN A SOCIAL DISTANCE OF **6 feet** FROM OTHERS.

DO NOT USE HEALTH CARE WORKER MASKS (N95 MASKS). THOSE SHOULD BE PRESERVED FOR HEALTHCARE WORKERS.



#### A CLOTH MASK SHOULD:



ALLOW FOR BREATHING WITHOUT RESTRICTIONS.

FIT SNUGLY BUT COMFORTABLY AGAINST THE SIDE OF THE FACE.

BE SECURED WITH TIES OR EAR LOOPS.



[www.nantucket-ma.gov/Coronavirus](http://www.nantucket-ma.gov/Coronavirus)

[Families First Coronavirus Response Act](#)

# EMPLOYEE RIGHTS

## PAID SICK LEAVE AND EXPANDED FAMILY AND MEDICAL LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

The Families First Coronavirus Response Act (FFCRA or Act) requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

### ▶ PAID LEAVE ENTITLEMENTS

Generally, employers covered under the Act must provide employees:

Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or Federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to \$511 daily and \$5,110 total;
- ⅔ for qualifying reasons #4 and 6 below, up to \$200 daily and \$2,000 total; and
- Up to 10 weeks more of paid sick leave and expanded family and medical leave paid at ⅓ for qualifying reason #5 below for up to \$200 daily and \$12,000 total.

A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

### ▶ ELIGIBLE EMPLOYEES

In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons (see below). Employees who have been employed for at least 30 days prior to their leave request may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave for reason #5 below.

### ▶ QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19

An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to telework, because the employee:

- |   |   |
|---|---|
| <ol style="list-style-type: none"><li>1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;</li><li>2. has been advised by a health care provider to self-quarantine related to COVID-19;</li><li>3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;</li><li>4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);</li></ol> | <ol style="list-style-type: none"><li>5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or</li><li>6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services.</li></ol> |
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### ▶ ENFORCEMENT

The U.S. Department of Labor's Wage and Hour Division (WHD) has the authority to investigate and enforce compliance with the FFCRA. Employers may not discharge, discipline, or otherwise discriminate against any employee who lawfully takes paid sick leave or expanded family and medical leave under the FFCRA, files a complaint, or institutes a proceeding under or related to this Act. Employers in violation of the provisions of the FFCRA will be subject to penalties and enforcement by WHD.



WAGE AND HOUR DIVISION  
UNITED STATES DEPARTMENT OF LABOR

For additional information  
or to file a complaint:  
**1-866-487-9243**  
TTY: 1-877-889-5627  
[dol.gov/agencies/whd](https://dol.gov/agencies/whd)



WH1422 REV 03/20

## Open enrollment May 1 - 31, 2020

Please review your benefits and let us know of any changes no later than 05-31-20.

- Visit [2020 Virtual Benefits Fair page](#).
- Complete new enrollment form
- Reach out to us: [Teodora](#) or [Michelle](#).

Please be advised that Master Medical, Blue Care Elect (PPO) and Network Blue New England (HMA) premiums will be increasing by 5 %, effective July 1, 2020.

Please see [Memo](#) for specific cost information..



\*\*\*May is Mental Health  
Awareness Month \*\*\*

Make the commitment to check on your family, friends and yourself:

- start with free **Mental Health Toolkit** of videos, posters, articles and tips
- don't forget your fee **EAP** (Employee Assistance Program)
- Join this month's free **webinars** on *Fundamentals of Mental Health* and *Fostering Good Mental Health in Leaders*



### Behavioral Health assistance

**800.624.5544**

**Emotional Helpline**

**833.848.1764**

[Employee Wallet Card](#)

**COVID-19 Helpline (888-372-1970)**  
**24/7 Nurse Hotline (888-247-2583)**  
**Educational Line (888-772-5208)**  
**Telehealth (800-262-2583)**  
**Personal plans (800-588-5508)**



**BlueCross  
BlueShield**

For additional information:

**COVID-19 FAQ**  
**TELEHEALTH**



**NANTUCKET  
FOOD•FUEL•RENTAL  
ASSISTANCE**

COMMUNITY • COMPASSION • CONFIDENTIALITY

SERVICES OF THE NANTUCKET INTERFAITH COUNCIL

continue helping our vulnerable  
community members during  
this Coronavirus crisis

Food pantry | Rental Assistance |

Fuel Assistance

Apply for assistance [HERE](#).

Call **508-746-6707**

Email [nffra@assistnantucket.org](mailto:nffra@assistnantucket.org)

### Open Food and Drink options

Please explore the food & drink providers on Nantucket that are offering delivery or curbside pick up!

[Check it out.](#)



MAKE IT COUNT, NANTUCKET

United States®  
**Census**  
**2020**