

Report of the dLCV Personnel Committee

July 27, 2021

The Personnel Committee of the disAbility Law Center of Virginia met on Zoom at noon on July 27, 2021. In attendance were: Frank Hayes, Tom Walk, Angela Thanyachareon, Randy Reus and Colleen Miller.

This meeting was a continuation of the last Personnel Committee meeting, which ran out of time. There were five discussion items on the original agenda, the first three of which were acted upon on July 14. The other two items were addressed today, and are noted in RED.

The attached document contains the revisions recommended by the committee.

- 1) Should we require new hires to be vaccinated?
ACTION (7/14/21) - RECOMMEND BOARD APPROVAL, NOT JUST FOR NEW HIRES, BUT FOR ALL EMPLOYEES (within 60 days, unless they request a religious or medical exception)
- 2) FYI – dropping the section on “modified work plan.”
ACTION (7/14/21) - COMMITTEE AGREED, AS THIS HAS BEEN REPLACED BY THE REMOTE WORK
- 3) Should we add Juneteenth as a compensated holiday?
ACTION (7/14/21) - RECOMMEND BOARD APPROVAL
- 4) Parental leave and family leave options
ACTION (7/27/21) – COMMITTEE AND COLLEEN WORKED TOGETHER TO CREATE A FAMILY LEAVE OPTION USING THE DONATED LEAVE BANK, AUTOMATICALLY TRANSFERRING EXCESS LEAVE TO THE DONATED LEAVE BANK TO ENSURE FUNDING FOR FAMILY LEAVE, AND LIMITING THE BENEFIT TO 160 HOURS PER YEAR.
- 5) Special Requests under our remote work policies

ACTION (7/27/21) – COMMITTEE DISCUSSED SOME SCENARIOS RELATED TO SPECIAL PROJECTS AND SPECIAL PURPOSE REMOTE WORK PERFORMED BY THE dLCV STAFF. THE COMMITTEE RECOMMENDED THAT A SPECIAL PROJECT REMOTE WORK REQUEST MUST BE APPROVED BY THE EXECUTIVE DIRECTOR, RECOMMENDED THAT A REMOTE WORK AGREEMENT COULD BE FOR AN FMLA REASON IN SOME CIRCUMSTANCES, AND AGREED TO RECOMMEND LANGUAGE CHANGES TO CLARIFY EXISTING PRACTICES.

There being no further business, the meeting was adjourned at 12:40 p.m.