

MEMORANDUM OF UNDERSTANDING (MOU)  
BETWEEN  
THE EVERGREEN STATE COLLEGE (EVERGREEN)  
AND  
WASHINGTON FEDERATION OF STATE EMPLOYEES (WFSE)  
STUDENT SUPPORT SERVICES STAFF UNION

COVID-19 – COMPENSATORY TIME, VACATION LEAVE, SICK LEAVE, AND PAID  
ADMINISTRATIVE LEAVE

Both parties recognize that there are emergency conditions that exist because of the COVID-19 pandemic.

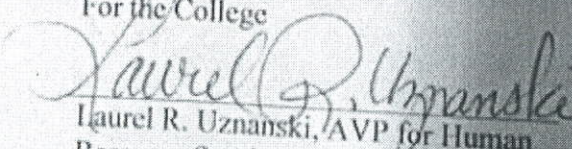
Therefore, the parties agree to the following:

1. Employees' maximum compensatory hours balance, as defined in Article 7.8, will not be limited through June 30, 2020
2. Employees' maximum vacation accrual balance, as defined in Article 13.11, will not be limited through June 30, 2020
3. The following language will be added as appropriate reasons for sick leave use under Article 14.2:
  - a) An employee tests positive for COVID-19
  - b) An employee has symptoms of COVID-19 and is seeking a medical diagnosis
  - c) An employee has been advised by a health care provider or public health official to self-quarantine
  - d) An employee cannot work because their child's school is closed and/or their child care provider is unavailable due to COVID-19
  - e) Employee is in a category of increased risk of severe illness and death as listed in CDC guidelines.
4. Employees subject to the Governor's Stay Home/Stay Healthy order and the supervisor does not have any work for the employee to do may use available vacation leave, compensatory time, suspended operations leave, personal holiday, personal leave day, or leave without pay.
5. Employees will be eligible to receive paid administrative leave for a maximum of up to fourteen (14) days for the following reason:
  - a) When an employee reports they have been in close contact, as defined by the WA State Department of Health, with a sick person diagnosed with COVID-19 but is otherwise healthy and showing no symptoms and their *attendance on duty would jeopardize the health of themselves and/or others.*

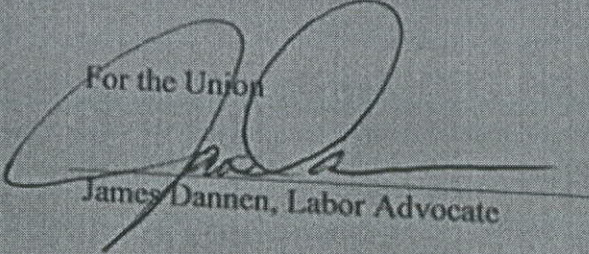
Both parties agree this is not precedent setting.

Dated: May 4, 2020

For the College

  
Laurel R. Uznanski, AVP for Human  
Resource Services

For the Union

  
James Dannen, Labor Advocate