



# Holly Springs Town Council

## Town Council Meeting Agenda Cover Sheet

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### Agenda Item#: 17.

#### **New Business**

**Title:** COVID-19 Vaccination Vacation Leave Incentive

**Strategic Priority Area:** Organizational Excellence  
Safe & Friendly

**Staff Resource:** Randy Harrington, Town Manager

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#### **Action(s):**

Authorize the Town Manager to Amend the Town's Personnel Policy to provide a one-time 24-hour vacation leave incentive for full-time employees who demonstrate proof of full COVID-19 vaccination by September 30, 2021.

#### **Explanation:**

- Since March of 2020, the Town has worked closely with County and State health officials to mitigate the spread of COVID-19 in our community.
- The recent rise in the "Delta variant" COVID-19 virus has resulted in a strain that is 2.5 times more infectious than previous COVID-19 virus strains.
- Infection rates and hospitalizations are significantly rising in the County and State, and the Centers for Disease Control now labels Wake County as a "high" community spread area.
- Scientific, medical studies continue to show that COVID-19 vaccines continue to be the most effective strategy for reducing the spread of COVID-19 and avoiding hospitalizations and severe sickness if an individual contracts the virus.
- This action would provide a 24-hour vacation leave incentive to full-time Town employees who can demonstrate proof of full COVID vaccination by September 30, 2021. If the vacation incentive hours go unused during 2021, employees would be allowed a one-time roll over into the 2022 calendar year.

#### **Background:**

- Wake County and area municipalities have recently been evaluating a variety of incentives to encourage COVID-19 vaccination among employees. The various considerations range from 2-5 days of added vacation leave, direct payment incentives between \$250-\$1000, and requirement of proof of vaccination for new hires.
- Administratively, the Town Manager plans to reinstate the COVID Administrative Leave bank option up to 80 hours in the event an employee has to miss work due to a COVID infection, high risk COVID exposure, or to care for an immediate family member with COVID. Only fully vaccinated employees would be eligible for this Administrative Leave bank.

#### **Funding Source(s):**

No direct financial payments, but vacation leave would be an accrued liability until used.

**Attachment(s):**

None