

**RESOLUTION APPROVING A
TELEWORK POLICY FOR CITY EMPLOYEES**

WHEREAS, the COVID-19 pandemic continues through the United States, including throughout the State of Wisconsin and the City of Manitowoc; and,

WHEREAS, the City has an obligation under Wis. Stat. § 62.11(5) to act “for the health, safety, and welfare of the public” to protect residents and employees; and

WHEREAS, the City has an obligation to continue to provide normal services and operations in emergency situations and in the event of closures or cancellations; and

WHEREAS, due the recent outbreak of the novel coronavirus disease (COVID-19), the City wishes to establish guidelines and procedures to address any contagious or infectious outbreak or natural disaster or weather event to ensure the continuous operation of City government and the safety of its workforce and community.

NOW THEREFORE BE IT RESOLVED, by Mayor Justin M. Nickels and the Common Council of the City of Manitowoc to approve the attached Telework Policy and Work From Home Guidelines and Procedures for City employees, by allowing employees the ability to work from home in certain instances, in the event of any contagious or infectious outbreak, other unanticipated closures or cancellations, or other reasons as determined by the Mayor or his delegate, to ensure the continuous operation of City government, and the safety of its workforce and community.

BE IT FURTHER RESOLVED that Department Heads and the Mayor are authorized to implement and enforce this policy by setting departmental guidelines and strict adherence to the policy.

INTRODUCED _____ ADOPTED _____

_____ APPROVED _____

Justin M. Nickels, Mayor

This Resolution was drafted by City Attorney Kathleen M. McDaniel

Fiscal Impact:	n/a
Funding Source:	n/a
Finance Director Approval:	/SC
Approved as to form:	/kmm