

Mammoth Lakes Town Council

Agenda Action Sheet

Title: Approve the Resolution adopting the Town of Mammoth Lakes Paid Sick Leave Policy.

Council Meeting Date: 2/7/2024

Prepared by: Amanda Pelham, Human Resources Manager

Recommended Motion: Approve the Resolution adopting the updated Town of Mammoth Lakes Paid Sick Leave Policy, which incorporates amendments to the Healthy Workplaces, Healthy Families Act of 2014 as outlined in California Senate Bill 616, expanding paid sick leave requirements.

Summary: The Town of Mammoth Lakes recognizes that employees may need days off from work to attend to their own health care, or the health care of family members, to ensure a healthier and more productive workplace.

Existing law under the Healthy Workplaces, Healthy Facilities Act of 2014 (“Act”) establishes requirements relating to employee entitlements to paid sick leave. Effective January 1, 2024, California Senate Bill 616 (“SB 616”) expands that Act by increasing the amount of paid sick leave to five (5) days or 40 (forty) hours (up from three (3) days or twenty-four (24) hours), increases the annual usage cap from twenty-four (24) to forty (40) hours, and continues to allow employers to choose between an accrual or front-load method based on an applicable 12-month period. The Town of Mammoth Lakes Paid Sick Leave Policy (“Policy”) provides employees with five (5) days or forty (40) hours, whichever is greater, of paid sick leave front-loaded at the beginning of a 12-month period, and the 12-month period shall be defined as the start of each calendar year. Additional language in the Policy has been updated to incorporate a “designated person” under the definition of a family member.

The Town of Mammoth Lakes Paid Sick Leave Policy shall be included in this Resolution as Attachment A, is effective upon approval and adoption, with paid sick leave requirements operative as of January 1, 2024, per SB 616.