

**MEMORANDUM OF UNDERSTANDING #2017-03 (Updated 2019)**

**BETWEEN THE CITY OF COLUMBUS  
AND  
COMMUNICATIONS WORKERS OF AMERICA LOCAL 4502  
REGARDING PAID CAREGIVER LEAVE**

The City of Columbus ("City") and Communications Workers of America (CWA) agree as follows:

Effective August 1, 2019, full-time City employees who meet the following criteria are eligible for up to four (4) weeks of Paid Caregiver Leave (PCL). Employees must have:

1. Completed one (1) year of continuous full-time City service;
2. Worked for a least one thousand two hundred and fifty (1,250) hours over the twelve (12) month period preceding the leave;
3. Not taken any PCL in the preceding rolling twelve (12) month period measured backward.

PCL may be taken when the employee's covered family member has a serious medical condition as defined by the Family and Medical Leave Act (FMLA) requiring the employee's care.

Covered family members under the FMLA are the employee's spouse, son, daughter or parent as defined in the FMLA Regulations.

PCL benefits are as follows:

1. The eligible leave period of four (4) weeks begins on the date the employee requests leave to care for an eligible family member with a serious health condition.
2. Eligible employees may receive a total Paid Caregiver Leave benefit of four (4) weeks; this program shall provide for payment to the employee from the fifteenth (15th) day of the qualifying event for a maximum of two (2) weeks of PCL benefits at seventy percent (70%) of current salary.
3. Notwithstanding the provisions of Article 14.9, during the waiting period only, employees may elect to use sick leave, vacation, compensatory time or unpaid leave time.
4. During the four (4) weeks of PCL, the employee may, if he/she so desires, elect to use all, or part, of his/her accumulated but unused sick leave in order to make up any difference between one hundred percent (100%) of his/her gross wages and the amount which he/she receives under the PCL program, provided that all new (current year) sick leave accruals are exhausted before an employee may use the available

balance in his/her old sick leave bank. If an employee exhausts all sick leave benefits, other approved leave may be granted by the Appointing Authority.

5. PCL must be taken as one continuous block of leave and may not be taken intermittently.
6. Any PCL which is granted for reasons permissible under FMLA leave shall count toward the twelve (12) week per year limitation.
7. While an employee is paid PCL benefits, vacation accruals shall cease. Holidays shall be paid at the PCL benefit rate as set forth in item #2.

DURATION

This MOU remains in full force and effect until the expiration of the current collective bargaining agreement, dated April 24, 2017 through April 23, 2020, and may be extended thereafter by mutual agreement of the parties.

**City of Columbus:**



Nichole Brandon  
Director, Department of Human Resources

7/11/19

Date

**CWA, Local 4502:**



Susan Wilson  
President, CWA Local 4502

7/11/19

Date