

VIOLENCE FREE MINNESOTA – Sample Hazard Pay Policy

Enhanced Hourly Pay

Today our Board voted to provide enhanced hourly pay for the next four weeks to all direct service staff for their hours worked in shelter. This includes staff who supervise direct service staff. For all staff who meet these criteria, you will receive an additional \$15/hour, on top of your regular wage, for your hours worked in shelter. This is retroactive to Monday, March 16th, and will continue for four weeks.

We and our Board understand that the coronavirus/COVID-19 outbreak may continue to be an issue for Women's Advocates beyond four weeks. This measure is a step that we hope conveys to you how much we value you and your work. It's an emergency measure for emergency times. We will continue to work on longer term plans that will be sustainable and appropriate for conditions as they develop.

And here's more background/rationale, written by Ellie O'Brien, WA's finance director, who's copied on this message. Feel free to share both Ellie's and my contact info with members. From Ellie:

The \$15/hour is 75% of the average pay for all staff who are direct service, supervise direct service, or are required to be in shelter to perform their job (food and facilities isn't considered "direct service" by OJP, but obviously required in shelter). I felt this was a more equitable approach than offering a percentage of each person's rate because we're asking everyone to assume the same risk and that's not dependent on your position in the organization.

The four week time frame is to help us get through the most critical time of uncertainty, and a long enough time for us to make plans for what a second round of incentive compensation might look like.

We are utilizing cost center time coding with our payroll provider to report on hours worked in and out of shelter, and we also provided guidance to managers on how many hours they can staff in shelter so that we do not exceed the board approved total for additional compensation. Right now that's full service food and facilities, and two advocacy staff. Supervisors are to work at home as much as possible with no more than 50% time in shelter. And staff need to keep up on daily time entry so we can monitor the accumulation of worked hours that are eligible for the benefit.