



Kanawha County Commission

COVID-19 Leave Policy for Vaccinated and Unvaccinated Employees

1.0 PURPOSE

This policy aims to promote a safe workplace and protect the health and well-being of employees and the public. To that end, this policy establishes guidelines for the usage of leave for Kanawha County Commission Employees that are absent from work due to a COVID-19 related event.

2.0 POLICY

- A. COVID-19 Vaccinated Employees:** The Kanawha County Commission will provide **paid administrative leave** for any full-time employee who 1) is absent due to a vaccine-related immune response post-vaccine, 2) is absent to care for an immediate family member who has a vaccine-related immune response, 3) is absent because the employee or a family member tests positive for COVID-19 after receiving a vaccination (a breakthrough case), or, 4) is absent due to other vaccination-related occurrences.
- B. COVID-19 Unvaccinated Employees:** The Kanawha County Commission will require any unvaccinated employee to use accumulated sick or annual leave due to any COVID-19 related absence, including but not limited to: COVID-19 diagnosis or illness, COVID-19 diagnosis of or illness of a family member, or quarantine related to potential COVID-19 exposure. Employees that have exhausted accumulated leave will be required to use unpaid leave.
- C.** All existing Kanawha County Commission employment policies, including the Family Medical Leave Act policy, remain in effect and are available to employees when and where applicable.

Medical/Religious Exemption. Section (B) shall not apply if a licensed physician or nurse practitioner certifies that immunization with a COVID-19 vaccine is contraindicated or detrimental to the employee's health. Such exemption shall apply only until such immunization is found to no longer be contraindicated or detrimental. A religious exemption may be sought under the Civil Rights Act of 1964, as amended.

3.0 Vaccination Status and Definition – Booster Shot Required

Employees, upon request, are required to provide documentation of COVID-19 vaccination status.

For purposes of this policy, Vaccinated shall be defined as receiving two doses of the Moderna and Pfizer vaccine and a booster dose, and one dose of the Johnson & Johnson vaccine and a booster dose. Boosters are proven to provide continued protection against COVID-19.

The Centers for Disease Control (CDC) has recommended a waiting period prior to becoming eligible for the booster shot. The waiting period varies for each of the three approved vaccines. If an employee has



Kanawha County Commission

received the initial dose(s) but is not yet eligible for a booster dose due to the required waiting period of **six (6) months for Moderna, five (5) months for Pfizer, or two (2) months for J&J**, the employee will be considered fully vaccinated, but when the applicable waiting period has passed, the employee is required to take prompt and reasonable actions to obtain a booster shot to be considered vaccinated for the purposes of this policy. In any event, an employee that has not received a booster within 30 days of becoming eligible will no longer qualify for the paid leave provided under this policy.

The Commission reserves the right to amend this policy to comply with updated CDC guidance in regards to COVID-19 booster shots.

4.0 Effective Date

The effective date of this policy is September 3rd, 2021

Amended January 6th 2022. Upon adoption, employees that are eligible for a booster will have 30 days to comply with the revised policy.