

Vaccine Mandate Administrative Order (21-3v1)

Effective as of 12:01a.m. on Thursday, September 2, 2021



Policy Goals

1. Slow the spread of COVID-19 in our workforce
2. Slow the spread of COVID-19 in our community
3. Mitigate threat COVID-19 poses to County service delivery (safety and continuity of services)
4. Protecting the health of the most vulnerable in our community is of utmost importance (equity)



Overview

Milwaukee County has a vision to be the healthiest County in Wisconsin. The COVID-19 global pandemic has further underscored the importance of this vision and the need to do everything we can to make it a reality.

To protect our employees and those we serve from the risk of serious illness and / or death from COVID-19, Milwaukee County is joining the Federal government, the State of Wisconsin, the City of Milwaukee, many local and national healthcare organizations, and countless businesses in requiring COVID-19 vaccines for employees.

To-date, 200 million+ residents in the U.S. have received one or more doses of COVID-19 vaccine. The three vaccines authorized for use are safe and effective in reducing the instance and severity of COVID-19 and in dramatically reducing the risk of death from COVID-19; Pfizer has full FDA approval.



Vaccine Requirements

CURRENT EMPLOYEES

Current employees must submit required documentation verifying their complete vaccination status or must submit a completed medical or religious exemption request form by no later than October 1, 2021. This policy does not immediately apply to County employees who are represented by public safety unions.

NEW EMPLOYEES

Effective October 1, 2021, vaccination status (or an approved accommodation) will be a condition of employment for any current and future posted positions, excluding MCSO postings.

CONTRACTORS

All contractors working in County High Risk or Congregate Living Facilities must complete their vaccination by no later than October 11, 2021. Departments may also require vaccinations for their contractors more broadly. Departments should consider the risk profile of service users, staffing levels, the necessity of the service being open for in-person use, and other operational needs when considering broader requirements.

Completed Vaccination:
An individual who has completed either the two-dose series of the Pfizer or Moderna vaccine or the single dose of the Johnson & Johnson vaccine. This does not include any booster vaccinations at this time.



Proof of Vaccination

Employees who have completed their vaccination or employees seeking an accommodation are required to submit proof of their vaccination status in Dayforce by October 1, 2021. Employees must submit two (2) different forms of proof from the following five (5) options:

- A copy of the **CDC vaccination card** provided at the vaccine appointment.
- A copy / screenshot of the employee's COVID-19 vaccination status from the **Wisconsin Registry of Immunization Registry (WIR)** or the vaccinating state's [immunization information system](#).
- A copy / screenshot from the employee's **healthcare system patient profile** (for example, MyChart).
- A **note** from the employee's healthcare provider or Milwaukee County vaccinator verifying vaccination status.
- A copy/screenshot of the employee's COVID-19 vaccination status from the federal **Vaccine Administration Management System (VAMS)**.

Employees may also submit a medical or religious exemption request form to their HR Business Partner by October 1, 2021.



Exemptions

Some employees may be unable to complete their vaccination due to specific medical conditions or because of sincerely held religious beliefs.

Consistent with federal and state law, Milwaukee County Human Resources (HR) will consider requests for accommodation on a case-by-case basis and may engage with the employee, with medical providers, and/or with faith community leaders as allowed by law in considering requests.

Employees should request and submit an appropriate Request for Vaccination Accommodation form with their HR business partner as soon as possible and no later than October 1, 2021.



Consequences

An employee's decision to remain unvaccinated when they do not have an approved accommodation is inconsistent with our vision of becoming the healthiest County in Wisconsin and inconsistent with our responsibilities as public servants.

An employee's decision to not comply with the vaccination policy will result in the following consequences:

- **Starting October 11, 2021:**
 - Ineligible for voluntary overtime or Risk Recognition Pay, when it is available.
 - The following are OPTIONAL department-level policies. Departments are encouraged to implement these policies in a manner that works for their operations starting October 11:
 - Unpaid suspension for up to 10 days.
 - Consideration of non-compliance as a factor when making decisions about promotions, hiring current employees into new positions at the County, or TAHCs.
 - Consideration of non-compliance as a factor in DOSAA allocations.
- **Starting January 1, 2022:**
 - Employees enrolled in the County's healthcare will incur a \$20/pay period surcharge.
 - Employees working in the Behavioral Health Division (BHD) may be restricted from work until vaccination requirements are completed. Non-compliance may lead to separation.



Incentivizing & Rewarding Vaccinated Employees

While non-compliant employees will face consequences, the County also seeks to further incentivize and reward employees who make the choice to protect themselves, their colleagues, and their communities through vaccination.

- **EXISTING: Vaccin8:** Employees with a Completed Vaccination are eligible for up to eight additional hours of paid time off through December 31, 2021 (please note the deadline extension).
- **NEW: Vax Cash:** Employees with a Completed Vaccination will receive \$50 via payroll through December 31, 2021.
- **NEW: Vax Champions:** Employees who champion vaccinations and successfully encourage a colleague to complete their vaccination between September 5 and December 31, 2021, will receive a \$25 bonus payment.



Additional Risk Mitigation

Effective October 11, 2021, all unvaccinated employees, including those with an approved accommodation, will be subject to the following additional risk mitigation measures:

- Unvaccinated employees working in any County healthcare setting will be required to wear a fitted N95 mask when a face mask is required by current County policy.
- Unvaccinated employees working in person in a non-healthcare setting will be required to wear a KN95 mask when a face mask is required by current County policy.
- Unvaccinated employees working in-person full- or part-time at HOC, the County Jail, or the DYFS Detention Center will be subject to COVID-19 testing on a bi-weekly basis, consistent with current policy.

