



## City of San Antonio Paid Sick Overview

- The City of San Antonio Paid Sick Leave (PSL) Implementation Plan includes the following components:
  - Outreach and Education
  - Compliance Training and Technical Assistance
  - Resources
  - Investigation and Enforcement
- The PSL ordinance goes into effect August 1, 2019 for employers with six or more employees.
  - Employers with less than 16 employees must provide at least 48 hours of PSL per year
  - Employers with 16 or more employees must provide at least 64 hours of PSL per year
- Enforcement (via civil penalties) starts April 1, 2020.
- The Metro Health Director has authority to “render interpretations” of the ordinance as well as to “adopt policies and procedures in order to clarify and administer the application” of the ordinance. These interpretations will be done through the “minimum necessary” lens while this committee and City Council work through Ordinance amendments.
- Our focus from now until April 1, 2020 is on listening to and educating employers and employees.
- As part of a listening tour designed to identify critical questions businesses need answered, we will conduct at least six community listening sessions prior to implementation.
- Our enforcement approach will be complaint-based and we will use 311, and an email address for employees to use to report concerns.

<b>Timeline (Estimate)</b>	
<b>June 4, 2019</b>	Paid Sick Leave (PSL) Implementation Plan Briefing to PSL Task Force
<b>June 14, 2019</b>	Send out introductory PSL Letter to businesses notifying them of: 1) the ordinance; 2) listening session opportunities to share questions about implementation and 3) resources available to them to assist in implementation
<b>June 17, 2019</b>	Hire PSL temp staff
<b>June 24 – July 12, 2019</b>	Host listening sessions with businesses to compile and begin to answer questions
<b>June 17 – July 1, 2019</b>	Develop PSL Educational Campaign for employees
<b>July 22, 2019</b>	Finalize internal Metro Health PSL policies and procedures
<b>July – Sept 2019</b>	Conduct/disseminate PSL Educational Campaign throughout community Add PSL Employee Check-list, PSL Complaint Form and PSL employee presentation to the Metro Health webpage
<b>July – December 2019</b>	Offer presentations on PSL and Technical Assistance to employers
<b>August 1, 2019</b>	Begin investigating PSL complaints as a way to target education and technical assistance to businesses most in need
<b>October 1, 2019</b>	Hire permanent PSL team
<b>October 1 – March 31</b>	Continue educating employers and employees about PSL ordinance
<b>April 1, 2020</b>	Complaint-based enforcement (with penalties) begins