



CITY OF LAWRENCE  
OFFICE OF THE MAYOR

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DANIEL RIVERA  
MAYOR & CEO

MEMORANDUM

To: All City Employees (*Excluding School Department Employees*)

From: Daniel Rivera, Mayor 

Re: Designation of Emergency Responder under the Families First  
Coronavirus Response Act

Date: April 16, 2020

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On April 1, 2020, the Federal Families First Coronavirus Response Act (FFCRA) took effect for employees. The legislation allows exceptions from eligibility for employees who are designated health care providers or emergency responders. The City has designated all employees in the following departments and divisions as emergency responders: ***Police Department, Fire Department, Civilian call-takers/dispatchers, DPW, Water & Sewer, Cemetery, Office of the City Clerk, Inspectional Services, Health and Human Services, Public Health Nurse.*** In addition, the following additional positions have been designated as emergency responders: ***Office of the Mayor, facilities maintenance staff for the city as well as all departments listed above, payroll/accounting for the city as well as all departments listed above.*** The City reserves the right to designate additional positions as emergency responders when necessary in the future.

Employees who are designated as emergency responders under the FFCRA are not eligible for leave provided by the FFCRA; however, contractual benefits under the applicable collective bargaining agreements and/or City policies remain in effect.

A copy of the U.S. Department of Labor posting regarding the FFCRA can be found on the City's website at [www.cityoflawrence.com](http://www.cityoflawrence.com).