

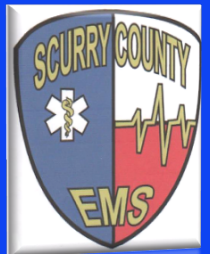
Exemplary Pay Policy

Do you have a policy for your salary or exempt employee in
Emergency Situations?



Things to watch out for:

- Emergency management plans that may “piggy back” onto a city, county, or hospital.
- Policy's that clearly separate all employees that are deployed vs a general policy.
- Agreements and contracts that are not reviewed and signed yearly by your governing board.
- A phone call of approval without a policy and approved signed agreement is not good enough
- State disaster Agreements and MOA's may require you to have this type of policy in the near future.



Recommendations :

- Review all deployment policies for disaster response.
- Get all policies and agreements in writing.
- Have the policies and agreements reviewed and approved by your governing board.
- Make sure that your employees' reimbursement covers local, regional, and state deployments.
- Assure that your policy accommodates reimbursement for all the forms of employees such as hourly, salary, and even elected officials.
- Assure that your policy accommodates over time for salaried employees that is accrued during that deployment.



Because if you don't ...Then...you could lose out on significant reimbursements, specifically Over Time.

