

**From:** [Kyle Ingham](#)  
**To:** [wlhallerberg@hotmail.com](#); [wsauls@Borgertx.gov](#); [dan.looten@co.carson.tx.us](#); [rdcwhite@wtrt.net](#); [hungrycowboy51@gmail.com](#)  
**Cc:** [Rebecca Rusk](#); [Trenton Taylor](#)  
**Subject:** Executive Committee Input  
**Attachments:** [PRPC Board Memo 3-26-2020 - Covid Policy Updates beta.docx](#)  
[Employee Request for Emergency Paid Sick Leave.pdf](#)

---

PRPC Executive Committee,

I hope each of you and your communities are doing well and staying healthy. At last week's Board Meeting, the Board authorized the Executive Director to take action on items on your behalf while we work through the unknowns associated with COVID-19. The first item that has come to my attention of this nature is an update that probably needs to be made to the Personnel Policies regarding the Families First Coronavirus Response Act (FFCRA). Our leave policies do not clearly line out an emergency leave category that extends beyond 3 days. I am hopeful that our staff and their families will all stay healthy during the crisis and our work-from-home solution helps in this area, but in the event that someone does become ill or need to tend to a family member in accordance with the FFCRA I think that our policies need to allow for it. Trent and I have consulted with several counterparts elsewhere in the state and our legal counsel to develop the attached proposed revision to the Policies. At the meeting last week I indicated that I will consult with the Executive Committee to the extent possible on Board Level actions that the Executive Director is considering in this time, and this is me reaching out for that consultation. If there is anything that you have a question on or suggest I would greatly appreciate your insight before tomorrow morning.

Thank you,

Kyle G. Ingham  
Executive Director  
Panhandle Regional Planning Commission  
(806) 372-3381  
415 SW. 8<sup>th</sup> (79101)  
P.O. Box 9257  
Amarillo, TX 79105  
[kingham@theprpc.org](mailto:kingham@theprpc.org)

50th PRPC Logo 300 dpi jpg



