



LARRY HOGAN
Governor

BOYD K. RUTHERFORD
Lieutenant Governor

DAVID R. BRINKLEY
Secretary

MARC L. NICOLE
Deputy Secretary

April 1, 2020

Dear Exclusive Representatives:

Each of you have requested some additional incentive (pay or leave time) for employees who have to report to work during this unprecedented health crisis. While it appears that the vast majority of other states are still only considering additional pay enhancements for 24/7 employees, we agree with you and believe that now is the time to offer additional pay incentives.

As a result, we plan to institute a COVID-19 Response Pay differential for certain groups of employees in the State Personnel Management System being called upon to report to work when most other Marylanders are being asked to remain at home. We recognize that these employees are performing essential services during a very uncertain and stressful time.

While this differential is not equivalent to the premium pay that the State provided to employees at the onset of this crisis before universal screening and other safety protocols were put in place, it is designed to be sustainable for the State given the unknown duration of this health crisis.

Specifically, eligible employees will receive a COVID-19 Response Pay differential of \$3.13 for each hour actually worked or approximately \$250 a pay period. While paid time off will not count for the purposes of determining the employee's COVID-19 Response Pay, if an employee works additional shifts during the pay period, the employee will receive the COVID-19 Response Pay differential for each additional hour worked.

We anticipate that employees working in 24/7 operations within the Departments of Health, Juvenile Services, and Public Safety and Correctional Services (DPSCS), as well as all sworn police officers and State firefighters will be eligible to receive COVID-19 Response Pay. Additionally, certain employees within the Department of Human Services and DPSCS who are required to intermittently perform "field work" also will be eligible for COVID-19 Response Pay, but only when field work is performed. An employee will not receive COVID-19 Response Pay for performing duties in an office setting or while teleworking.

Employees who are required to work in designated quarantine areas will receive Elevated COVID-19 Response Pay of an additional \$2.00 per hour for each hour actually worked in the quarantine area.

In total, we estimate that close to 15,000 employees will be eligible to receive this differential at a bi-weekly cost to the State of \$3.7 million.

These pay enhancements were effective as of 12:00 a.m. on April 1, 2020 and will end on May 5, 2020, unless extended by the Secretary of Budget and Management. The State will provide you with advance notice of any intent to extend.

These are extraordinary times and the public health challenge brought about by this pandemic is unprecedented. We hope that you will agree that these additional pay enhancements are warranted and serve to recognize the dedication of State employees and your members who, because of the nature of their job duties must serve in a front-line capacity to provide vital services to the citizens of Maryland. Their service and dedication to the State and their fellow Marylanders are sincerely appreciated.

Sincerely,



Cynthia A. Kollner
Executive Director
Office of Personnel Services and Benefits

cc: David R. Brinkley, Secretary, Department of Budget and Management (DBM)
Marc L. Nicole, Deputy Secretary, DBM