

A resolution offered by Councilperson Junkin at the Regular Meeting of the Mayor and City Council of the City of Winnfield, Louisiana held on April 13, 2021.

RESOLUTION

WHEREAS, the City of Winnfield has in place a City of Winnfield Employee Handbook adopted 9/13/19 for use by the employees of the City of Winnfield.

WHEREAS, City of Winnfield Employee Handbook adopted 9/13/19 the should be amended to include a section covering call-out pay so that the City can provide for the pay of employees for time they are working for the City.

NOW, THEREFORE BE IT RESOLVED by the Mayor and City Council of the City of Winnfield that the City of Winnfield Employee Handbook adopted 9/13/19 is hereby amended to add the following:

“Call-Out Pay

At certain times, it may be necessary to “call out” employees to respond to emergency situations. Nonexempt employees who are required to return to work to respond to an emergency, after they have left the work site following completion of their assigned work schedule and before the beginning of their next regularly scheduled shift, shall be entitled to “call-out” pay.

Eligible employees shall be paid for call-out time as follows:

- (1) A minimum of two (2) hours pay at one and one half the regular hourly pay rate even when the time spent on the job is less than two (2) hours, or
- (2) Pay for actual hours worked at one and one half the regular hourly pay rate, if hours worked exceeds two (2).

In the event an employee is called out multiple times, the calls shall be considered one “call-out” for purposes of considering minimum compensation owed, unless there are at least thirty (30) minutes between the time the employee logs out from one call and the employee logs in for a subsequent call.

Employees must actually report to a work site (meaning a City facility or the location of the emergency) to be eligible for call-out pay.

Employees must accurately log all call-out time. Call-out pay starts at the time an employee reports to the work site, and ends when the employee leaves the work site.

From time-to-time, employees may be called during an emergency and required to perform work without having to leave the employee’s off-site location (for example, an employee may be called at home and asked a question over the phone). Those employees are not eligible for call-out pay because they are not required to report to a work site; however, such employees will be entitled to compensation at their regular rate of pay for any time worked.

Call-out pay does not apply when an employee is asked to continue to work beyond his or her normal work schedule, or is asked to report early in advance of his or her regularly scheduled work time. Once an employee reports to work for his or her regularly scheduled shift, call-out pay ends.

Because call-out pay is already paid at one and one half an employee's regular hourly pay rate, call-out time is not considered when calculating overtime."

This resolution was offered on motion by Councilperson Junkin and seconded by Councilperson Miller.

Ayes: 4(Miller, Phillips, Junkin, Hamms)
Nays: 0

Absent: 1(Holden)
Abstaining: 0

WHEREUPON the Mayor declared that the motion passed and the resolution was adopted.

Date: April 13, 2021

George Moss

George Moss, Mayor

Katina Smith

Katina Smith, City Clerk