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## March 12, 2020

- I. Civil Service Issues Guidance on COVID-19
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### I. Civil Service Issues Guidance on COVID-19

Earlier this week the Civil Service Commission issued [guidelines](#) and [FAQ's](#) for state employees following the [Governor's Executive Order](#) responding to COVID-19. While most of the guidance pertains to State employees the Civil Service Commission did note that all employers may implement flextime programs, alternative workweek programs, and adjusted daily or shift offers without prior approval of the Civil Service Commission. Prior to implementing a new program or modification of an existing program employers must notify the Governor's Office of Employee Relations. If you are a Civil Service municipality we suggest you review this guidance with your labor attorney and administrator.

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### II. Seeking State Waiver on Deadlines and Compliance

The League has begun reaching out to State agencies and departments requesting consideration of waivers and adjustment to compliance requirements while municipalities are shifting resources and responding to COVID-19.

Some of these requests include addressing deadlines related to budget; OPRA response; permit and licensing; State grants; professional certification renewals; and waiver of online transaction fees to encourage more use of online services. We have also begun inquiring about addressing possible the economic and fiscal impacts such as delayed tax payments due to loss of work; responding to tax appeals with a reduced workforce; use of cap exceptions.

To assist in providing guidance and information we have created a [COVID-19 page](#). We will continue to update the page as we get pertinent information and include an

announcement in our Daily Updates.

With regard to holding your governing body meetings, there has been no official guidance yet. Before implementing new approaches be sure to discuss with your professionals and legal counsel. Consider tabling controversial topics until a later date when public input is more likely. Streamline agendas to just consent agendas or critical functions such as bill paying. The use of conference calling in the chamber is permitted when done correctly. Ask your health and building officials to reassess your chamber capacity based on new social distancing practices.



New Jersey State League of Municipalities

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