



## OZARK OPPORTUNITIES, INC.

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To: OOI Staff

From: Richard Atkinson, CEO

Subject: Families First Coronavirus Response Act (FFRCA)  
Paid Sick Leave and Expanded Family and Medical Leave

Date: April 1, 2020

The **Families First Coronavirus Response Act** requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

*Ozark Opportunities, Inc.* is an employer that must comply with the Act.

Please review the documents that are included with this correspondence:

- EMPLOYEE RIGHTS Poster (WH1422 Rev 03/20)
- Families First Coronavirus Response Act: Questions and Answers
- Families First Coronavirus Response Act: Employer Paid Leave Requirements
- Families First Coronavirus Response Act: Employee Paid Leave Rights
- OOI FFRCA Request for Leave form

We have in place a plan of action that will enable all our current Child Development, Community Services (including Healthy Families America) and Central Office employees to remain fully employed, utilizing a combination of remote and on-site work, professional development opportunities and voluntary use of accrued paid leave. This plan shall remain in effect until Friday, April 17, 2020 (the current last day of school closure), unless events unfold that require a different corporate response.

The Department of Labor is currently developing guidance and forms for these expanded benefits. When, and if, the time comes when you feel it is appropriate to apply for either or both of these expanded benefits, please contact Jane Bueg, COO by email @ [jbueg@ozarkopp.org](mailto:jbueg@ozarkopp.org). Be prepared to provide your qualifying reason for leave related to COVID-19. Documentation may be required.

Thank you for your patience during these challenging times.