



## INTER-OFFICE MEMORANDUM

**TO:** All LMHA Employees  
**FROM:** Joyce A. Babb, Director of Personnel  
**SUBJECT:** Notification of COVID-19 Mandatory Vaccination Policy  
**DATE:** November 17, 2021

On September 9, 2021, President Joe Biden announced expansive rules relating to COVID-19, which included the mandate that all employers with more than 100 workers require them to be vaccinated or test weekly for COVID-19. The Occupational Safety and Health Administration (OSHA) was directed to establish an “*Emergency Temporary Standard (ETS)*” to implement the requirements of the rule.

On November 5, 2021, OSHA published the COVID-19 ETS which also became effective November 5, 2021. Among other requirements, the ETS mandates that covered employers develop, implement, and enforce a policy on COVID-19 vaccination by December 6, 2021, or face substantial financial penalties for failure to do so.

The ETS provided two options on which the employer could establish its’ policy:

*(1) Adopt a mandatory vaccination policy in which all employees are required to be fully vaccinated. Under this option weekly COVID-19 testing and wearing a face covering while at work will apply only when an employee has been granted a reasonable accommodation excluding the employee from mandatory vaccination; **or***

*(2) Adopt a policy requiring employees to either get fully vaccinated or undergo weekly COVID-19 testing and wear a face covering while at work.*

On Tuesday, November 17, 2021, the Louisville Metro Housing Authority’s (LMHA) Board of Commissioners adopted the option to implement a policy for mandatory COVID-19 vaccination. **The policy will require all LMHA employees to be fully vaccinated.** The only exclusions will be those employees granted a reasonable accommodation due to medical reasons (medical disabilities, medical necessity requiring delay in vaccination) or sincerely held religious beliefs. Employees who are granted a reasonable accommodation will be required to undergo weekly COVID-19 testing and wear a face covering while at work.

The purpose of this memo is to inform employees of the LMHA Board’s decision to implement a policy requiring mandatory COVID-19 vaccination for all employees. LMHA is in the process of developing the full policy in accordance with the ETS requirements.

In the meantime, should you have any questions, please feel free to contact the Personnel Services Department.

cc: Lisa Osanka

