

Meindl, Max

From: Meindl, Max
Sent: Wednesday, June 26, 2019 2:22 PM
To: femamax@gmail.com
Subject: FMLA
Attachments: Electronic Code of Federal Regulations-PART 825—THE FAMILY AND MEDICAL LEAVE ACT OF 1993.pdf

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

Meindl, Max

From: Meindl, Max
Sent: Wednesday, June 26, 2019 2:06 PM
To: Alexander, Dennis
Subject: RE: WebTA

FYI:

From: Gause, Jacqueline
Sent: Tuesday, May 21, 2019 10:04 AM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Cc: Terry, Detra <detra.terry@fema.dhs.gov>
Subject: Reasonable accommodation

Good morning Max,

I believe a little while back you requested to work reduced hours due to medical restrictions. I have reached out to ERO to get more guidance on what employees can do in situations where a supervisor/leadership initially denies an alternative work schedule that was due to medical reason. If you still need or wish to pursue an alternate work schedule through the reasonable accommodation route you can reach out to ERO for more guidance.

*Charise Scott - 202-856-2114
Tam Nguyen - 609-508-2673*

Regards,

Jacqueline Gause, MSc

Human Resources
Federal Emergency Management Agency
Department of Homeland Security
Hurricane Harvey-DR4332-TX
Texas Recovery Office
Houston, TX
Mobile: 202-322-6241

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted,

From: Alexander, Dennis
Sent: Wednesday, June 26, 2019 1:53 PM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Subject: RE: WebTA

FYI, maybe you know this, but FMLA is for a long term out of office, not for a few hours here or there.

*Thanks,
Dennis*

Dennis J. Alexander, P.E.
Public Assistance Group Supervisor
Disaster DR4332 TX-- Harvey
TRO TX Harris County Branch II
8332 Willow Place Drive South
Houston, TX 77070
281-897-2017 Desk Phone
737-230-8182 Cell Phone
Dennis.alexander@fema.dhs.gov



From: Meindl, Max
Sent: Wednesday, June 26, 2019 1:47 PM
To: Alexander, Dennis <dennis.alexander@fema.dhs.gov>
Subject: FW: WebTA

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Gause, Jacqueline
Sent: Wednesday, May 29, 2019 9:56 AM
To: Meindl, Max <max.meindl@fema.dhs.gov>; Atchison, Randy <Randy.Atchison@fema.dhs.gov>
Cc: Terry, Detra <detra.terry@fema.dhs.gov>
Subject: RE: WebTA

Good morning,

FMLA does not carry any leave. FMLA allows an employee to take up to 480 hours of unpaid for a personal or family medical situation.

Excerpt from OPM:

Under the Family and Medical Leave Act of 1993 (FMLA), most Federal employees are entitled to a total of up to 12 workweeks of unpaid leave during any 12-month period.

An employee may elect to substitute annual leave and/or sick leave, consistent with current laws and OPM's regulations for using annual and sick leave, for any unpaid leave under the FMLA.

The employee can request FMLA LWOP, but will not receive any compensation. If the employee wishes to be paid while out on leave they will need to use their annual or sick leave with the FMLA code.

If you have additional questions or need me to go into further detail please let me know.

Regards,

Jacqueline Gause, MSc

Human Resources
Federal Emergency Management Agency
Department of Homeland Security
Hurricane Harvey-DR4332-TX
Texas Recovery Office
Houston, TX
Mobile: 202-322-6241

From: Meindl, Max
Sent: Friday, May 24, 2019 9:39 AM
To: Atchison, Randy <Randy.Atchison@fema.dhs.gov>
Cc: Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>; Terry, Detra <detra.terry@fema.dhs.gov>
Subject: WebTA

Randy,

My understanding is that with approved MFLA I am not required to use up my sick days or annual leave.

I requested MFLA leave without pay which I have been doing for several weeks now.

Please advise soonest.

"Cannot take TWOP until all your leave has been used. Also please put the hours in the day block of the calendar. Thank You Randy Atchison"

Max J Meindl, PMP

Program Delivery Manager | Houston TRO

DHS | FEMA-Recovery Directorate

Public Assistance Division

FEMA/HQ

202-374-9426

max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

Meindl, Max

From: Meindl, Max
Sent: Wednesday, June 26, 2019 2:01 PM
To: Alexander, Dennis
Subject: RE: WebTA



Amount of Leave – Intermittent Leave

§ 825.202

- Employee is entitled to take intermittent or reduced schedule leave for:
 - Employee's or qualifying family member's serious health condition when the leave is medically necessary
 - Covered servicemember's serious injury or illness when the leave is medically necessary
 - A qualifying exigency arising out of a military member's covered active duty status
- Leave to bond with a child after the birth or placement must be taken as a continuous block of leave unless the employer agrees to allow intermittent or reduced schedule leave



U.S. Department of Labor
Wage and Hour Division



1-866-4-USWAGE



www.dol.gov/whd



§825.202 Intermittent leave or reduced leave schedule.

(a) *Definition.* FMLA leave may be taken intermittently or on a reduced leave schedule under certain circumstances. *Intermittent leave* is FMLA leave taken in separate blocks of time due to a single qualifying reason. A *reduced leave schedule* is a leave schedule that reduces an employee's usual number of working hours per workweek, or hours per workday. A reduced leave schedule is a change in the employee's schedule for a period of time, normally from full-time to part-time.

(b) *Medical necessity.* For intermittent leave or leave on a reduced leave schedule taken because of one's own serious health condition, to care for a spouse, parent, son, or daughter with a serious health condition, or to care for a covered servicemember with a serious injury or illness, there must be a medical need for leave and it must be that such medical need can be best accommodated through an intermittent or reduced leave schedule. The treatment regimen and other information described in the certification of a serious health condition and in the certification of a serious injury or illness, if required by the employer, addresses the medical necessity of intermittent leave or leave on a reduced leave schedule. See §§825.306, 825.310. Leave may be taken intermittently or on a reduced leave schedule when medically necessary for planned and/or unanticipated medical treatment of a serious health condition or of a covered servicemember's serious injury or illness, or for recovery from treatment or recovery from a serious health condition or a covered servicemember's serious injury or illness. It may also be taken to provide care or psychological comfort to a covered family member with a serious health condition or a covered servicemember with a serious injury or illness.

(1) Intermittent leave may be taken for a serious health condition of a spouse, parent, son, or daughter, for the employee's own serious health condition, or a serious injury or illness of a covered servicemember which requires treatment by a health care provider periodically, rather than for one continuous period of time, and may include leave of periods from an hour or more to several weeks. Examples of intermittent leave would include leave taken on an occasional basis for medical appointments, or leave taken several days at a time spread over a period of six months, such as for chemotherapy. A pregnant employee may take leave intermittently for prenatal examinations or for her own condition, such as for periods of severe morning sickness. An example of an employee taking leave on a reduced leave

schedule is an employee who is recovering from a serious health condition and is not strong enough to work a full-time schedule.

(2) Intermittent or reduced schedule leave may be taken for absences where the employee or family member is incapacitated or unable to perform the essential functions of the position because of a chronic serious health condition or a serious injury or illness of a covered servicemember, even if he or she does not receive treatment by a health care provider. *See* §§825.113 and 825.127.

(c) *Birth or placement.* When leave is taken after the birth of a healthy child or placement of a healthy child for adoption or foster care, an employee may take leave intermittently or on a reduced leave schedule only if the employer agrees. Such a schedule reduction might occur, for example, where an employee, with the employer's agreement, works part-time after the birth of a child, or takes leave in several segments. The employer's agreement is not required, however, for leave during which the expectant mother has a serious health condition in connection with the birth of her child or if the newborn child has a serious health condition. *See* §825.204 for rules governing transfer to an alternative position that better accommodates intermittent leave. *See also* §825.120 (pregnancy) and §825.121 (adoption and foster care).

(d) *Qualifying exigency.* Leave due to a qualifying exigency may be taken on an intermittent or reduced leave schedule basis.

[78 FR 8902, Feb. 6, 2013, as amended at 80 FR 10001, Feb. 25, 2015]

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Alexander, Dennis
Sent: Wednesday, June 26, 2019 1:53 PM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Subject: RE: WebTA

FYI, maybe you know this, but FMLA is for a long term out of office, not for a few hours here or there.

Thanks,
Dennis

Dennis J. Alexander, P.E.

Public Assistance Group Supervisor

Disaster DR4332 TX-- Harvey

TRO TX Harris County Branch II

8332 Willow Place Drive South

Houston, TX 77070

281-897-2017 Desk Phone

737-230-8182 Cell Phone

Dennis.alexander@fema.dhs.gov



From: Meindl, Max

Sent: Wednesday, June 26, 2019 1:47 PM

To: Alexander, Dennis <dennis.alexander@fema.dhs.gov>

Subject: FW: WebTA

Max J Meindl, PMP

Program Delivery Manager | Houston TRO

DHS | FEMA-Recovery Directorate

Public Assistance Division

FEMA/HQ

202-374-9426

max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Gause, Jacqueline

Sent: Wednesday, May 29, 2019 9:56 AM

To: Meindl, Max <max.meindl@fema.dhs.gov>; Atchison, Randy <Randy.Atchison@fema.dhs.gov>

Cc: Terry, Detra <detra.terry@fema.dhs.gov>

Subject: RE: WebTA

Good morning,

FMLA does not carry any leave. FMLA allows an employee to take up to 480 hours of unpaid for a personal or family medical situation.

Excerpt from OPM:

Under the Family and Medical Leave Act of 1993 (FMLA), most Federal employees are entitled to a total of up to 12 workweeks of unpaid leave during any 12-month period.

An employee may elect to substitute annual leave and/or sick leave, consistent with current laws and OPM's regulations for using annual and sick leave, for any unpaid leave under the FMLA.

The employee can request FMLA LWOP, but will not receive any compensation. If the employee wishes to be paid while out on leave they will need to use their annual or sick leave with the FMLA code.

If you have additional questions or need me to go into further detail please let me know.

Regards,

Jacqueline Gause, MSc

Human Resources
Federal Emergency Management Agency
Department of Homeland Security
Hurricane Harvey-DR4332-TX
Texas Recovery Office
Houston, TX
Mobile: 202-322-6241

From: Meindl, Max

Sent: Friday, May 24, 2019 9:39 AM

To: Atchison, Randy <Randy.Atchison@fema.dhs.gov>

Cc: Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>; Terry, Detra <detra.terry@fema.dhs.gov>

Subject: WebTA

Randy,

My understanding is that with approved MFLA I am not required to use up my sick days or annual leave.

I requested MFLA leave without pay which I have been doing for several weeks now.

Please advise soonest.

"Cannot take TWOP until all your leave has been used. Also please put the hours in the day block of the calendar. Thank You Randy Atchison"

Max J Meindl, PMP

Program Delivery Manager | Houston TRO

DHS | FEMA-Recovery Directorate

Public Assistance Division

FEMA/HQ

202-374-9426

max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted,

distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid “need-to-know” without prior approval of an authorized DHS official.

Meindl, Max

From: Meindl, Max
Sent: Wednesday, June 26, 2019 1:53 PM
To: Alexander, Dennis
Subject: RE: WebTA

It allows for reduced hours.

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Alexander, Dennis
Sent: Wednesday, June 26, 2019 1:53 PM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Subject: RE: WebTA

FYI, maybe you know this, but FMLA is for a long term out of office, not for a few hours here or there.

*Thanks,
Dennis*

Dennis J. Alexander, P.E.
Public Assistance Group Supervisor
Disaster DR4332 TX-- Harvey
TRO TX Harris County Branch II
8332 Willow Place Drive South
Houston, TX 77070
281-897-2017 Desk Phone
737-230-8182 Cell Phone
Dennis.alexander@fema.dhs.gov



From: Meindl, Max
Sent: Wednesday, June 26, 2019 1:47 PM
To: Alexander, Dennis <dennis.alexander@fema.dhs.gov>
Subject: FW: WebTA

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Gause, Jacqueline
Sent: Wednesday, May 29, 2019 9:56 AM
To: Meindl, Max <max.meindl@fema.dhs.gov>; Atchison, Randy <Randy.Atchison@fema.dhs.gov>
Cc: Terry, Detra <detra.terry@fema.dhs.gov>
Subject: RE: WebTA

Good morning,

FMLA does not carry any leave. FMLA allows an employee to take up to 480 hours of unpaid for a personal or family medical situation.

Excerpt from OPM:

Under the Family and Medical Leave Act of 1993 (FMLA), most Federal employees are entitled to a total of up to 12 workweeks of unpaid leave during any 12-month period.

An employee may elect to substitute annual leave and/or sick leave, consistent with current laws and OPM's regulations for using annual and sick leave, for any unpaid leave under the FMLA.

The employee can request FMLA LWOP, but will not receive any compensation. If the employee wishes to be paid while out on leave they will need to use their annual or sick leave with the FMLA code.

If you have additional questions or need me to go into further detail please let me know.

Regards,

Jacqueline Gause, MSc

Human Resources
Federal Emergency Management Agency
Department of Homeland Security
Hurricane Harvey-DR4332-TX
Texas Recovery Office
Houston, TX
Mobile: 202-322-6241

From: Meindl, Max
Sent: Friday, May 24, 2019 9:39 AM
To: Atchison, Randy <Randy.Atchison@fema.dhs.gov>
Cc: Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>; Terry, Detra <detra.terry@fema.dhs.gov>
Subject: WebTA

Randy,
My understanding is that with approved MFLA I am not required to use up my sick days or annual leave.
I requested MFLA leave without pay which I have been doing for several weeks now.
Please advise soonest.

"Cannot take TWOP until all your leave has been used. Also please put the hours in the day block of the calendar. Thank You Randy Atchison"

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

Meindl, Max

From: Alexander, Dennis
Sent: Wednesday, June 26, 2019 1:53 PM
To: Meindl, Max
Subject: RE: WebTA

FYI, maybe you know this, but FMLA is for a long term out of office, not for a few hours here or there.

*Thanks,
Dennis*

Dennis J. Alexander, P.E.
Public Assistance Group Supervisor
Disaster DR4332 TX-- Harvey
TRO TX Harris County Branch II
8332 Willow Place Drive South
Houston, TX 77070
281-897-2017 Desk Phone
737-230-8182 Cell Phone
Dennis.alexander@fema.dhs.gov



From: Meindl, Max
Sent: Wednesday, June 26, 2019 1:47 PM
To: Alexander, Dennis <dennis.alexander@fema.dhs.gov>
Subject: FW: WebTA

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Gause, Jacqueline
Sent: Wednesday, May 29, 2019 9:56 AM
To: Meindl, Max <max.meindl@fema.dhs.gov>; Atchison, Randy <Randy.Atchison@fema.dhs.gov>
Cc: Terry, Detra <detra.terry@fema.dhs.gov>
Subject: RE: WebTA

Good morning,

FMLA does not carry any leave. FMLA allows an employee to take up to 480 hours of unpaid for a personal or family medical situation.

Excerpt from OPM:

Under the Family and Medical Leave Act of 1993 (FMLA), most Federal employees are entitled to a total of up to 12 workweeks of unpaid leave during any 12-month period.

An employee may elect to substitute annual leave and/or sick leave, consistent with current laws and OPM's regulations for using annual and sick leave, for any unpaid leave under the FMLA.

The employee can request FMLA LWOP, but will not receive any compensation. If the employee wishes to be paid while out on leave they will need to use their annual or sick leave with the FMLA code.

If you have additional questions or need me to go into further detail please let me know.

Regards,

Jacqueline Gause, MSc

Human Resources
Federal Emergency Management Agency
Department of Homeland Security
Hurricane Harvey-DR4332-TX
Texas Recovery Office
Houston, TX
Mobile: 202-322-6241

From: Meindl, Max
Sent: Friday, May 24, 2019 9:39 AM
To: Atchison, Randy <Randy.Atchison@fema.dhs.gov>
Cc: Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>; Terry, Detra <detra.terry@fema.dhs.gov>
Subject: WebTA

Randy,

My understanding is that with approved MFLA I am not required to use up my sick days or annual leave.

I requested MFLA leave without pay which I have been doing for several weeks now.

Please advise soonest.

"Cannot take TWOP until all your leave has been used. Also please put the hours in the day block of the calendar. Thank You Randy Atchison"

Max J Meindl, PMP

Program Delivery Manager | Houston TRO

DHS | FEMA-Recovery Directorate

Public Assistance Division

FEMA/HQ

202-374-9426

max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

Meindl, Max

From: Meindl, Max
Sent: Wednesday, June 26, 2019 1:51 PM
To: Alexander, Dennis
Subject: FW: WebTa

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Agaiby, Angela
Sent: Tuesday, May 14, 2019 9:33 AM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Cc: Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>
Subject: WebTa

Good morning,

Please submit your oLWOP/FMLA request in in WebTA under leave a premium pay for 05/09/19 and 05/10/19. Once your supervisor has approved the request please go into the system and re-affirm your time. Then I can validate.

Please let me know if you have any questions.

Thank you

Angela Agaiby

PA Operations Support Specialist
DR-4332
8223 Willow Place Dr. S
Houston, TX 77070
512-574-7612
Angela.Agaiby@FEMA.DHS.GOV

Meindl, Max

From: Meindl, Max
Sent: Wednesday, June 26, 2019 1:47 PM
To: Alexander, Dennis
Subject: FW: WebTA

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Gause, Jacqueline
Sent: Wednesday, May 29, 2019 9:56 AM
To: Meindl, Max <max.meindl@fema.dhs.gov>; Atchison, Randy <Randy.Atchison@fema.dhs.gov>
Cc: Terry, Detra <detra.terry@fema.dhs.gov>
Subject: RE: WebTA

Good morning,

FMLA does not carry any leave. FMLA allows an employee to take up to 480 hours of unpaid for a personal or family medical situation.

Excerpt from OPM:

Under the Family and Medical Leave Act of 1993 (FMLA), most Federal employees are entitled to a total of up to 12 workweeks of unpaid leave during any 12-month period.

An employee may elect to substitute annual leave and/or sick leave, consistent with current laws and OPM's regulations for using annual and sick leave, for any unpaid leave under the FMLA.

The employee can request FMLA LWOP, but will not receive any compensation. If the employee wishes to be paid while out on leave they will need to use their annual or sick leave with the FMLA code.

If you have additional questions or need me to go into further detail please let me know.

Regards,

Jacqueline Gause, MSc

Human Resources
Federal Emergency Management Agency
Department of Homeland Security
Hurricane Harvey-DR4332-TX
Texas Recovery Office
Houston, TX
Mobile: 202-322-6241

From: Meindl, Max
Sent: Friday, May 24, 2019 9:39 AM
To: Atchison, Randy <Randy.Atchison@fema.dhs.gov>
Cc: Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>; Terry, Detra <detra.terry@fema.dhs.gov>
Subject: WebTA

Randy,
My understanding is that with approved MFLA I am not required to use up my sick days or annual leave.
I requested MFLA leave without pay which I have been doing for several weeks now.
Please advise soonest.

"Cannot take TWOP until all your leave has been used. Also please put the hours in the day block of the calendar. Thank You Randy Atchison"

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

Meindl, Max

From: Meindl, Max
Sent: Wednesday, June 26, 2019 1:44 PM
To: Alexander, Dennis
Subject: FW: Timesheet FMLA

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Gause, Jacqueline
Sent: Tuesday, April 23, 2019 3:10 PM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Cc: Obasa, Babajide <babajide.obasa@fema.dhs.gov>
Subject: RE: Timesheet FMLA

Good afternoon,

I will need you to provide me with your paystub showing your hours worked. You can obtain this information from my app. I need you to submit paystub from when you converted to CORE, PP25 (2018), and PP 7 (2019).

Please let me know if you have any other questions.

Regards,

Jacqueline Gause, MSc

Human Resources
Federal Emergency Management Agency
Department of Homeland Security
Hurricane Harvey-DR4332-TX
Texas Recovery Office
Houston, TX
Mobile: 202-322-6241

From: Meindl, Max
Sent: Tuesday, April 23, 2019 1:30 PM
To: Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>
Cc: Obasa, Babajide <babajide.obasa@fema.dhs.gov>
Subject: RE: Timesheet FMLA

Reservist since 08/2017.

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Gause, Jacqueline
Sent: Monday, April 22, 2019 4:21 PM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Cc: Obasa, Babajide <babajide.obasa@fema.dhs.gov>
Subject: RE: Timesheet FMLA

Good afternoon Max,

Prior to becoming a CORE for the TRO were you employed with FEMA? Currently, you have been with the TRO since June 2018 thus, you do not meet the 1 yr requirement for FMLA. If you have prior time with FEMA as a CORE, reservist, or local hire please let me know so that I can verify the time.

Regards,

Jacqueline Gause, MSc

Human Resources
Federal Emergency Management Agency
Department of Homeland Security
Hurricane Harvey-DR4332-TX
Texas Recovery Office
Houston, TX
Mobile: 202-322-6241

From: Meindl, Max
Sent: Monday, April 22, 2019 10:39 AM
To: Guelzow, Nicole <nicole.guelzow@fema.dhs.gov>
Cc: McAllister, Jamie <jamie.mcallister@fema.dhs.gov>; Obasa, Babajide <babajide.obasa@fema.dhs.gov>; David, Patricia <Patricia.David@fema.dhs.gov>; Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>
Subject: RE: Timesheet FMLA

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Guelzow, Nicole
Sent: Tuesday, April 2, 2019 4:51 PM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Cc: McAllister, Jamie <jamie.mcallister@fema.dhs.gov>; Obasa, Babajide <babajide.obasa@fema.dhs.gov>; David, Patricia <Patricia.David@fema.dhs.gov>; Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>
Subject: Timesheet FMLA
Importance: High

Good afternoon Max,

I am performing timekeeping duties while your regular timekeeper is out of the office. In reviewing your timesheet, I see that you are claiming LWOP – FMLA.

Have you been approved for FMLA?

If you have, I apologize as the paperwork was not provided to the Austin office. If not, the leave category should be changed to LWOP until you receive approval.

Please let us know the status of your FMLA application as soon as possible so that we can move forward with your timesheet certification.

Respectfully,

Nicole Guelzow, MPA
Administrative Specialist (HR)
Texas Recovery Office

11000 N Interstate 35
Austin, TX 78753
(202) 718-1306 cell

Meindl, Max

From: Meindl, Max
Sent: Wednesday, June 26, 2019 1:41 PM
To: Alexander, Dennis
Subject: FW: FMLA

Importance: High

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Obasa, Babajide
Sent: Tuesday, April 23, 2019 10:05 AM
To: Silva, Patricia <patricia.silva@fema.dhs.gov>; Meindl, Max <max.meindl@fema.dhs.gov>
Cc: Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>
Subject: RE: FMLA
Importance: High

Hello and Happy Tuesday!

Yes Patricia...Jackie will follow up with Mr. Meindl as to the appropriate next steps.

Thank you so much 😊

J-

From: Silva, Patricia
Sent: Tuesday, April 23, 2019 6:36 AM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Cc: Obasa, Babajide <babajide.obasa@fema.dhs.gov>; Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>
Subject: RE: FMLA

Good morning Mr. Meindl,

I have reviewed your paperwork and all seems in order. I have copied Jide Obasa and Jacqueline Gause in this email as they are now the leads for FMLA in the TRO. Please consult with them on next steps.

Jide/Jackie- could you please inform Mr. Meindl of next steps.

Thank you,

Patricia Silva

Employee/Labor Relations Specialist
Office of the Chief Component Human Capital Officer (OCCHCO)| FEMA|DHS
500 C. Street SW/Washington, DC, 7th Floor
Email: patricia.silva@fema.dhs.gov
Office: 202. 212. 5238
Mobile: 202.368.7217

From: Meindl, Max
Sent: Monday, April 22, 2019 11:40 AM
To: Silva, Patricia <patricia.silva@fema.dhs.gov>
Subject: RE: FMLA

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Silva, Patricia
Sent: Wednesday, March 13, 2019 5:57 AM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Subject: RE: FMLA

Good morning Mr. Meindl,

You need to communicate to your supervisor of record the need take FMLA leave at least 30 calendar days before the start of the planned absence. I have attached the Absence and Leave Manual for your review. Chapter 5 addresses FMLA.

I have also received the medical certification in connection with your request for FMLA leave.; however, the following required information is missing from the medical certification or is vague and needs clarification:

1. It is not clear whether you need FMLA leave intermittently or for a continuous period of time or both.
 - a. If your FMLA leave is for a continuous period of time, your doctor needs to state so. In the medical documentation you provided it only states "a few days after heart surgery". In addition, the your doctor will need to include the date of your surgery.
 - b. If your request is for intermittent leave for a planned medical treatment, the dates (actual or estimates) on which such treatment is expected to be given, the duration of such treatment, and the period of recovery, if any, before you would be able to return to work;
2. Your medical provider stated that your condition will cause episodic flare ups; however, the certification is missing the frequency of the flare ups. The medical certification needs to include an estimate of the frequency of the flare ups and the duration of related incapacity that you may have over the next 6 months (Part B, question #7).

Please be advised that the complete medical documentation is due 15 calendar days from this email.

Let me know if you have any questions.

Thank you,

Patricia Silva

Employee/Labor Relations Specialist
Office of the Chief Component Human Capital Officer (OCCHCO)| FEMA|DHS
500 C. Street SW/Washington, DC, 7th Floor
Email: patricia.silva@fema.dhs.gov
Office: 202. 212. 5238
Mobile: 202.368.7217

From: Meindl, Max
Sent: Tuesday, March 12, 2019 3:13 PM
To: Silva, Patricia <patricia.silva@fema.dhs.gov>
Cc: femamax@gmail.com; rick@guerradays.com
Subject: RE: FMLA

Jamie McAllister

Deputy Infrastructure Branch Director
DR 4332 TX JFO Austin
Region 6 Infrastructure Branch
DHS/FEMA
(202) 709-0851 Cell
jamie.mcallister@fema.dhs.gov

No, Jamie is not aware of the request that I am aware of.

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Silva, Patricia
Sent: Tuesday, March 12, 2019 2:02 PM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Subject: RE: FMLA

Mr. Meindl,

Who is your supervisor of record? Are they aware of your FMLA request?

Patricia Silva

Employee/Labor Relations Specialist
Office of the Chief Component Human Capital Officer (OCCHCO)| FEMA|DHS
500 C. Street SW/Washington, DC, 7th Floor
Email: patricia.silva@fema.dhs.gov
Office: 202. 212. 5238
Mobile: 202.368.7217

From: Meindl, Max
Sent: Wednesday, March 6, 2019 2:29 PM
To: Silva, Patricia <patricia.silva@fema.dhs.gov>
Cc: femamax@gmail.com
Subject: RE: FMLA

Document attached.

Please advise as to the procedure subsequent the submission of this document to you.

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



FEMA

WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.

From: Silva, Patricia
Sent: Wednesday, March 6, 2019 1:03 PM
To: Meindl, Max <max.meindl@fema.dhs.gov>
Subject: RE: FMLA

Yes, that is correct.

Patricia Silva
Employee/Labor Relations Specialist
Office of the Chief Component Human Capital Officer (OCCHCO)| FEMA|DHS
500 C. Street SW/Washington, DC, 7th Floor
Email: patricia.silva@fema.dhs.gov
Office: 202. 212. 5238
Mobile: 202.368.7217

From: Meindl, Max
Sent: Wednesday, March 6, 2019 11:56 AM
To: Silva, Patricia <patricia.silva@fema.dhs.gov>
Subject: FMLA

I have been advised that you're the individual I'm supposed to send my FMLA forms to.
Is that correct?

Max J Meindl, PMP
Program Delivery Manager | Houston TRO
DHS | FEMA-Recovery Directorate
Public Assistance Division
FEMA/HQ
202-374-9426
max.meindl@fema.dhs.gov



WARNING: This email contains FOR OFFICIAL USE ONLY (FOUO) OR PRIVACY DATA. It may contain information exempt from public release under the Freedom of Information Act (5 U.S.C. 552). The information contained herein must be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO/PII information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official.