

Meeting:	Advisory Committee						
Date/time:	7/28/2021 2:00 pm (Virtual)						
Location:	Advisory Committee meetings are open to the public with the ability to listen by audio via Zoom. If you have questions about the PFML program, please Email us Join ZoomGov Meeting https://www.zoomgov.com/j/1611695979?pwd=Zis5LzdNUDF5dVBNNs9zY1E0cElqQT09						
Attendees:	P (Present)	A (Absent)	C (Conference Caller)	F (Facilitator)			
P	Gerhard Taeubel (Chair)	P	Linda Herrera (Member)	A	Eva Rippeteau (Member)	P	David Gerstenfeld (Executive Sponsor)
A	Amanda Dalton (Member)	A	Eric Hunter (Member)	P	Paloma Sparks (Member)	A	Jeannine Beatrice (Executive Sponsor)
P	Jenny Dresler (Member)	P	Andrea Paluso (Member)	P	Jessica Giannettino Villatoro (Member)	P	Phoebe Colman (Staff)
P	Lois Williams (Staff)	P	Lili Hoag (Staff)	A	Jen Haynes (Staff)	P	Dean Johnson (Staff)
P	Jason Bouley (Staff)	A	Shannon Ball (Staff)	F	Isela Ramos Gonzalez (Facilitator)	P	Ashley Carson Cottingham (Staff)

Supporting Materials

1. Policy Development Summaries (Self-Employed Elections, Small Employer Grants, Contributions, Equivalent Plans,) (Provided during Meeting)
2. PFML Implementation Program Monthly Status Report (May 2021)*
3. PFML Implementation Program Monthly Status Report (June 2021)*
4. External Newsletter
5. June 2021 meeting notes

* Provided via email by Phoebe Colman

Agenda

	Topic	Purpose	Time		Presenter
1.	Welcome, agenda review, outcomes Outcomes for today's meeting: 1) Share Employment Department updates 2) Provide operations and organizational structure updates 3) Respond to questions about the current project status reports 4) Provide communications and outreach updates 5) Provide policy development, rulemaking, and legislative concept updates 6) Provide Modernization/technology system updates	Discuss	2:00	2:10	Isela Ramos Gonzalez

2.	Approval of June 2021 meeting notes	Approve	2:10	2:15	Isela Ramos Gonzalez
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Committee members should review notes and send any corrections or edits to Isela Gonzalez or Mackenzie Hanley no later than Wednesday, August 4th.

3.	Employment Department updates (Modernization Update)	Inform	2:15	2:30	David Gerstenfeld Gerhard Taeubel
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Governor Brown signed HB 3389, UI Tax Relief to Oregon Businesses into law. This bill will offer immediate relief to Oregon businesses affected by the pandemic.

36 of the 39 Worksource Oregon offices have reopened to serve the public.

The Modernization Program is working with FAST Enterprises to configure a system that will work for PFML and unemployment insurance purposes. The project consists of a number of rollouts/phases. The first rollout includes unemployment tax functions as well as PFML contributions. FAST will provide a demo of the system at the next Advisory Committee meeting on September 1st.

The Organizational Change Management (OCM) team are preparing the agency for the large systematic change resulting from the new FAST system by providing staff with the resources and support they need.

4.	Operations and Organizational Structure Updates	Inform	2:30	2:45	Ashley Carson Cottingham
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The PFML team is working on a hiring and organizational plan to navigate the anticipated growth from 30 to several hundred employees over the next three years. The first focus for hiring is to obtain more supervisory managers and rearrange the organizational structure. It is anticipated that the team will work with HR on a joint hire of trainers. Near the end of this year, the team will begin recruitment for Compliance Specialists who will be testing the FAST system.

OED has agency-wide required training for all employees around diversity, equity and inclusion.

5.	PFML May and June 2021 Project Status Report questions	Discuss	2:45	2:50	Phoebe Colman
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No questions or comments from committee members on the May or June status reports.

6.	Communications, DEI, and outreach updates	Inform	2:50	3:05	Lili Hoag
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Chevy Pham has joined the PFML Communications Team and will be leading in work around engagement.

The communications contract with Brink has been sent to DOJ for what the team hopes is a final review. Once signed, the team will share with the Advisory Committee.

An Equity Framework is being rolled out to each division – PFML leadership will be using the framework to inform PFML work and policy-making. The PFML team will provide the Advisory Committee with a presentation on the Equity Framework at a future meeting. There is a new requirement to include a racial equity analysis in the rules Statement of Needs. During the last sprint, PFML leadership assigned all staff to read the agency's Affirmative Action Plan and the

Governor's Equity Framework around the recovery from COVID-19.

7.	Policy Development 1) Legislative Concept-Benefit Year 2) Issue Updates (Employer Size/Out of State Employees (OQ Form), LC Maximum Wages, Self-Employed) 3) Administrative rulemaking timeline update	Inform	3:05	3:35	Lois Williams Isela Ramos Gonzalez
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During the last sprint, the team compiled all of the research that has been completed to evaluate what work has been completed and what work was still pending. The team began writing one-pagers to use for high-level presentations on various topics. A timeline is being drafted around formal rule making, allowing for ample time to collect feedback from stakeholders.

One-pagers on benefit year, maximum wages, employer size and self-employed were shared with the Advisory Committee for discussion and suggestionsⁱ. Paloma Sparks expressed opposition to the Department's benefit year proposal. Jenny Dresler expressed disagreement with the Department's employer size proposal.

8.	Advisory Committee Roundtable	Discuss	3:35	3:50	Isela Ramos Gonzalez
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The Advisory Committee is here to serve both employees and employers and should keep in mind/have sensitivity about the difficulties this program may pose for employers.

PFMLI team encourages Advisory Committee members to send any relevant information, studies, suggestions, etc to the team for consideration on related topics.

9.	Review action items	Discuss	3:50	4:00	Isela Ramos Gonzalez
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Action Items

Action	Assigned	Date Due	Completed
Send edits/concerns with June AC notes to PFMLI team	Committee members	8/4/21	
Present to AC on Brink contract	Lili		
Present to AC on Equity Framework	Lili		
Send PFMLI team relevant studies/articles/etc for review	Committee members		

Recommendations

ⁱ Following the meeting, via email, Andrea Paluso expressed agreement with the Department's employer size proposal and agreement with the Department's benefit year proposal. Andrea Paluso provided additional feedback on the Department's maximum wages proposal and self-employed individuals proposal.