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| Meeting: | Paid Leave Oregon Advisory Committee | | | | |
| Date/time: | May 3, 2023 | | | | |
| Location: | Microsoft Teams | | | | |
| Attendees: | P (Present) A (Absent) S (sent sub) | | | | |
| | Facilitator: Karen Madden Humelbaugh Scribe: Mackenzie Jones | | | | |
| Members | | Staff | | Guest | |
| P | Karen Madden Humelbaugh | P | Mackenzie Jones | | |
| P | David Gerstenfeld | P | Shannon Ball | | |
| A | Jeannine Beatrice | P | Juan Serratos | | |
| A | Amanda Dalton (employers) | P | Danielle Willey | | |
| A | Jenny Dresler (employers) | P | Michele Schwartz | | |
| P | Eric Hunter (employers) | P | Angela Yeager | | |
| P | JaJetta Dumdi (employers) | | | | |
| P | Andrea Paluso (employees) | | | | |
| A | Eva Rippeteau (employees) | | | | |
| A | Linda Herrera (employees) | | | | |
| P | Catie Theisen (employees) | | | | |

Agenda

| Docket # | Topic | Purpose | Presenter |
|----------|---------------------------------|---------|---------------------------|
| 1.0 | Welcome | Inform | Karen Madden Humelbaugh & |
| 1.1 | Member Roundtable | | David Gerstenfeld |
| 1.2 | Agency Updates | | |
| 1.3 | Approval of April Meeting Notes | | |

The committee did not reach quorum and was therefore were unable to approve the April meeting notes. Review of these notes will be pushed to the next meeting.

David Gerstenfeld shared agency updates. The agency had a work session last week in the Ways and Means Subcommittee, where the budget moved forward. They also have a work-session scheduled with the full Ways and Means committee this Friday. The proposed budget is moving forward in the Governor's budget with a few technical changes. The revenue projections for next biennium have changed which have resulted in some proposed reductions. The Employment Department is continuing to pursue additional funding from the federal government.

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| 2.0 | Operations, Benefits & Policy Updates Legislative Updates | Inform | Danielle Willey & Shannon Ball |
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Danielle Willey shared operation, benefits, and policy updates. The Policy & Program Support team welcomed a new manager and several analysts and also have several ongoing recruitments. A team of about 25 staff have begun testing the Frances Online System for benefits. They are systematically testing the site to be sure it is functioning correctly and are marking down findings when it isn't operating as it should. Managers will review that list before making changes to the system.

Shannon Ball provided a brief legislative update. The team is following 8 bills that are related to Paid Leave. Three of these bills are the Paid Leave’s legislative concepts. HB2290 is still in Ways and Means and anticipate it moving sometime mid-May. SB912 and SB 913 are sitting in queue for the House floor.

JaJetta Dumdi asked about SB31 specific to what a delay would mean for equivalent plants. At this time the team’s understanding is that if there were a delay, it would also delay the equivalent plans. JaJetta also asked if there were delays in future quarters, would it have the same implication for equivalent plans. The team will need to look at this more closely and follow up.

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| 3.0 | Customer Care, Outreach & Communication Updates | Inform | Michele Schwartz & Angela Yeager |
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Michele Schwartz shared updates from the Customer Care and Outreach team. Customer Care has been working diligently to implement Paid Leave’s customer care principles, particularly around issues of privacy and confidentiality and how that intersects with phone and written communications. They are also considering how to build the principles into training, policies and overall approach. The Outreach team has also been working in partnership with the Communications team to develop employer and provider testimonials. The outreach team has been busy continuing to travel and connect with workers and employers across the state.

Angela Yeager provided updates from the Communications team. They are in the process of designing and translating an employee guidebook and a self-employed guidebook. Communications will also be putting together several additional testimonials to put on the website and post on social media. The last few weeks there has been a heavy focus on communications around payroll contributions to remind employers of the May 1 deadline for submitting combined payroll reports. The statewide marketing and media campaign for employees has been drafted and approved and will next work on the creative deliverables.

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| 4.0 | Go-Live Staffing Plan | Inform | Juan Serratos |
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Juan Serratos reviewed go-live staffing plan that was provided in the agenda docket. The team used information and data from other states to be prepared and staffed appropriately for the benefits go-live. The team has also created contingency plans in the event that there are more benefit applications submitted than expected.

Andrea Paluso shared her appreciation for the thoughtfulness that went into creating these plans.

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| 5.0 | Additional Program Updates | Inform | Karen Madden Humelbaugh |
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Karen Madden Humelbaugh reiterated that the team is continuing to grow and hire additional staff and asks committee members to share our openings with their networks. May 1 was the first quarter of contributions filing and the team should have more information about the trust fund status by June.

Action Items

| Action | Assigned | Due Date | Completed |
|--|--------------|----------|-----------|
| Follow up on JaJetta’s question about SB31 | Shannon Ball | | |