

Meeting:	Paid Leave Oregon Advisory Committee				
Date/time:	June 7, 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		
P	Jeannine Beatrice	P	Juan Serratos		
P	Amanda Dalton (employers)	P	Danielle Willey		
A	Jenny Dresler (employers)	P	Michele Schwartz		
A	Eric Hunter (employers)	P	Angela Yeager		
A	JaJetta Dumdi (employers)	P	Ayesha Khalid		
A	Andrea Paluso (employees)	P	Kelley Ofoni		
A	Eva Rippeteau (employees)				
A	Linda Herrera (employees)				
P	Catie Theisen (employees)				
P	Courtney Veronneau (employees)				

Agenda

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

The Paid Leave Advisory Committee welcomes their newest member, Courtney Veronneau, who is joining as an employee advocate and is replacing Andrea Paluso. Courtney is the Senior Political Director at Family Forward Oregon who previously led the lobby effort to pass the Paid Leave legislation in 2019.

David Gerstenfeld shared agency updates. The Employment Department was paying close attention to the Federal Government in relation to the debt ceiling. Part of the deal made at the federal level will have an effect on the agency's administrative funding but details are still forthcoming. The agency budget unfortunately, like most other agency budgets, is still waiting for quorum in the Senate for the budget to pass. There is a continuing resolution statute in place so that the agency would not need to shut down come July 1 if the state legislature adjourns without passing the budget. Rather, the agency would remain open but operate in a constrained manner and would likely impact customer service levels. One of the agency's bills recently passed that will expand the flexibility of the Workshare program which allows the program to now be able to make it easier for some to qualify. The agency is continuing to track several additional bills.

Courtney Veronneau asked if Paid Leave staffing would be impacted should the agency budget not pass during legislative session. David Gerstenfeld explained that if the agency winds up in a continuing resolution until the budget

is adopted, then up until September 15 the agency is able to use what they received in the legislative allotment during this calendar quarter. The Employment Department is still looking into the details on this.

2.0	Benefits Updates	Inform	Danielle Willey
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Danielle Willey shared updates from the Paid Leave Benefits team. The Benefits team is continuing to recruit and grow, making job offers daily. Benefits staff are also continuing to work with Modernization and FAST, building and testing the online system to ensure it is functioning correctly. A new form of testing also begins today which mimics a real-world business cycle to verify process flows. This testing will have several iterations and will last approximately six weeks. The Benefits team is also working together with the Paid Leave Learning & Development team to create comprehensive training for all staff to prepare for go-live.

3.0	Policy & Program Support Updates Legislative Updates	Inform	Kelley Ofoni & Shannon Ball
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Shannon Ball shared a legislative update. SB 913 and SB 205 are both sitting in the Senate Floor waiting on quorum for a vote. HB 2290 is still in Ways and Means. SB 31 was signed by the Governor on May 8, SB 912 was signed on May 16, and SB 999 was signed today.

Batch 7 of Administrative Rules have been scheduled for public hearings. An administrative rule needs to be written for SB 999 on affinity language. The July Advisory Committee meeting will likely be shortened to allow for a Rulemaking Advisory Committee during the regularly scheduled block of time.

Eddie Rodriguez, Paid Leave Employer Programs Manager, shared policy updates. The team has approved 2,802 equivalent plan applications and are continuing to review additional received applications. Of the equivalent plans received so far, 2,101 are from large employers and 923 are from small employers. Employers who submitted a Declaration of Intent for an equivalent plan had until May 31 to submit their plan for review. In the meantime, they were not liable to pay contributions. If they did not submit their equivalent plan application by that deadline, they'd be liable for contributions back-dated to January 2023. About 530 employers who submitted a declaration of intent have not yet submitted their equivalent plan application. The team is still processing applications sent by mail.

4.0	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. The team has hired a Safe Leave and ITIN Supervisor, Michael Nguyen, who will build up that unit to provide support to applicants applying for safe leave and applicants who are utilizing an ITIN through the application process. The Outreach and Communication teams are working together to collect stories from people in Oregon about how Paid Leave could have helped or will help at some point in the future and will feature those stories on the website and in the bulletin. The Outreach team is also inviting employers and employees to join their key performance indicator (KPI) workgroup which will help set some of the benchmarks of success for the program. They have received about 80 survey responses with interest in joining the workgroup and hope to begin meetings late July.

Angela Yeager provided updates from the Communications team. The employee guidebook has now been posted online. The self-employment guidebook is also complete and will be published the end of this week. The team is continuing to work on the website which launches on August 14 and will be published in a total of 8 languages. They are also working on the statewide marketing and advertising campaign for employees with a specific focus on marginalized communities. This campaign will go live in August in a wide variety of advertisement platforms.

5.0	Quarterly Trust Fund Updates	Inform	Ayesha Khalid
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The forecast, as presented to the Oregon Legislature during our February Ways & Means presentation, projected \$229 million in Quarter 1 contribution revenue. According to the current data and estimates based on the best information available at this time, about \$217 million has or will be received from the Quarter 1 payroll

contributions. This is a 5.25% decrease from the original projections. The Paid Leave team updated assumptions in benefits based on the state’s economic forecast, recent data of wages earned by those working for employers with equivalent plans, and a better understanding of administrative expenses.

OED is hiring an outside actuarial firm to do its own analysis of Paid Leave’s forecasted benefits to check against the program’s assumptions and should have the results by July 3, 2023. Even with outside confirmation, these benefit payment projections are very volatile and will require several months of experience receiving claims to have more accurate data.

Courtney Veronneau asked if the new average weekly wage is higher than, or close to, what the program was expecting. It is higher than expected based on 2021 unemployment insurance wages data.

6.0 **Additional Program Updates** Inform Karen Madden Humelbaugh

Juan Serratos provided a brief hiring update. Paid Leave is on a good path to be able to fill all the operational positions needed before they go live. Majority of positions will be filled by the end of this month and some additional filled in July. They are confident they will have enough time to train staff on processing claims and taking phone calls. At this time they have close to 150 candidates in the final stages of recruitments. During the recruitment process the team is paying close attention to potential gaps in staffing such as geographical diversity and ensuring enough bilingual staff.

Action Items

Action	Assigned	Due Date	Completed
Follow up on JaJetta’s question about SB 31	Shannon Ball		