Meeting:		Paid Leave Oregon Advisory Committee					
Dat	te/time:	August 3, 2022					
Location: Micros		Microsoft Teams	Aicrosoft Teams				
Attendees: P (Present) A (Ab		P (Present) A (Absent)	nt) S (sent sub)				
Facilitator: Karen Ma			lden Humelbaugh Scribe: Mackenzie Jones				
Members			Sta	staff		Guest	
Р	Karen Madd	aren Madden Humelbaugh		Mackenzie Jones	Р	Erin Seiler (BOLI)	
Р	David Gerstenfeld		Р	Xann Culver	Р	Dylan Morgan (BOLI)	
Α	Jeannine Beatrice		Р	Danielle Willey	Р	Leila Wall (BOLI)	
Р	Amanda Dalton (employers)		Р	Angela Yeager	Р	Megan Denison (DOR)	
Р	Jenny Dresler (employers)		Р	Michele Roland-Schwartz	Р	John Galvin (DOR)	
Р	Linda Herre	Linda Herrera (employees)		Allen Spangler			
Р	Eric Hunter	Eric Hunter (employers)		Cameron Buzzell			
Р	Andrea Paluso (employees)		Р	Juan Serratos			
Α	Eva Rippeteau (employees)						
Α	Paloma Sparks (employers)						
Α	Jessica Giannettino (employees)						

Agenda

Time	Docket #	Topic	Purpose	Presenter
1:00 pm	1.0	Welcome	Inform	Karen Madden Humelbaugh &
	1.1	Member Roundtable		David Gerstenfeld
	1.2	Agency & Program Updates		
	1.3	Approval of July Meeting Notes		

No comments or edits from committee members, July meeting notes approved.

The Secretary of State (SOS) concluded their audit about the agency's Unemployment Insurance (UI) program's handling of claims during the pandemic. The SOS office released their audit last week and it is available on their website. Earlier this week, Oregon Employment Department (OED) submitted the agency request budget for the 2023-2025 biennium. The agency has not historically received money from the general fund but there is a request for general funds this year to help the agency complete some important work that the declining federal revenue won't be able to support. The agency is also preparing for the first rollout of the new modernized system, Frances, in about one month.

1:20 pm	2.0	Policy & Rules Updates	Inform	Kelley Ofoni & Shannon Ball
	2.1	Interagency work with BOLI & DOR		Guests: Erin Seiler, Dylan Morgan, Leila
	2.2	Model Notice		Wall, Megan Denison & John Galvin
	2.3	Administrative Rules		

Partners from the Bureau of Labor and Industries (BOLI) and the Department of Revenue (DOR) joined to discuss their partnerships with the Paid Leave Oregon team.

Erin Seiler, BOLI, shared that BOLI has been partnered with Paid Leave Oregon since early 2021. There have been two very direct relationships including 1) the enforcement of the job protections and 2) the relationship between Oregon Family Leave Act (OFLA) and Paid Leave Oregon. The more indirect relationship between BOLI and Paid Leave is regarding providing technical assistance for employers. Employers instinctively call BOLI with leave-related questions. BOLI and Paid Leave are working together to ensure they are on the same page and will be able to direct constituents to the correct agency for their questions. Amanda Dalton urged BOLI and Paid Leave to work together to create a combined FAQ document to help minimize the need for employers to have to navigate multiple state agency websites.

Megan Denison, DOR, discussed the two main bodies of work that are shared between DOR and Paid Leave Oregon. One topic of discussion is the legislative concept for sharing information around self-employed participants. DOR is working with their IT team on a solution request to determine how they'll facilitate the exchange of information and the language for the inter-agency agreement with Oregon Employment Department. The other item that DOR is working with Paid Leave on is sending joint questions to the Department of Justice (DOJ) on the taxability of benefits and deductibility of contributions. Amanda Dalton asked if there had been any research on how Washington's Paid Leave program manages those two topics and if the DOR feels they will need to do any rulemaking after they receive guidance from the IRS. The biggest challenge is that all paid leave plans are a bit different. Ultimately, they will need to wait for feedback from the IRS. Andrea Paluso asked if there were opportunities for data sharing with DOR that could help identify self-employed workers to help with outreach efforts. Megan Denison said that sharing info about potential applicants would likely require a legislative mandate. In general, tax return information is subject to very strict disclosure laws. It is possible there could be a more creative way such as putting info about the program on DOR's website or on tax return instructions. Paid Leave Oregon has fact sheets available on the website, but does not have access to a mailing list for self-employed workers. Members are encouraged to send any suggestions to Angela Yeager on the Paid Leave Oregon team.

Amanda Dalton asked if DOR or BOLI have any plans to pursue fixes to legislative concepts in order to implement. DOR or BOLI have fixes they need as you implement? Neither have any changes they need to make at this time.

Cameron Buzzell shared the team's draft model notice and encouraged members to either share feedback verbally or send him an email by Friday, August 5. Amanda Dalton mentioned that the intro paragraph reads as a public employee program. It should be written clearly how much each person can expect in deductions. She also said that the reference to safe leave is not entirely accurate: safe leave is a result of being a survivor. Andrea Paluso feels that this document doesn't convey that all employees are covered and should reference self-employed individuals. She suggested adding language about how to qualify for 14 weeks of leave. She also had concerns about the paragraph on how information is protected and doesn't want people to feel compelled for people to provide information to their employer.

Xann Culver shared an Administrative Rules update. Batches 1, 2, and 3 have all been adopted, filed with the SOS and are now available on the SOS website. Batch 4 rules related to appeals, benefits, contributions and equivalent plans had 3 public hearings in July and re-noticed the proposed rulemaking for benefits rules due to a notice error and will have two additional hearings for those rules on August 23rd and 25th. The team has received the request to share a cumulative packet of all administrative rules and will do so very soon.

2:00 pm	3.0	Communications & Engagement	Inform	Michele Roland-Schwartz & Angela
		Updates		Yeager

Michele Roland-Schwartz provided updates from the Paid Leave Outreach and Engagement team. The team has been hosting "Community Conversations" 3 times per week since beginning of June. Attendance has remained consistent so they have decided to extend the sessions through September with an adapted schedule to host during non-traditional hours. The schedule will be posted soon. The team will be starting "Equivalent Plans Explained" weekly sessions beginning mid-August for one month. The Outreach team is also traveling throughout the state to provide

presentations and developing relationships with community based partners. Linda Herrera shared that she was present for a presentation hosted by the Paid Leave Team and heard great feedback.

Angela Yeager shared that the team is very close to signing a contract for an advertising campaign. The first phase will be focused on employers between now and November and the second phase focused on employees. The employer brochures are now available on the Paid Leave website for employers to print.

Andrea Paluso asked how many outreach staff can present in languages other than English. Currently the team has ten bilingual staff that speak Spanish, one who speaks Korean and two who speak Vietnamese. The team is making an intentional effort to recruit additional bilingual staff.

2:30 pm	4.0	Operations Update	Inform	Danielle Willey
		Frances/Go-Live Update		
		Website "Contact Us" ZenDesk Demonstration		

The department is on track to launch the new modernized system, Frances, at the beginning of September. The team is working closely with Modernization to build, test and train on the system. Paid Leave Oregon will start accepting Equivalent Plans applications in September.

The Paid Leave Contact Form is a more streamlined way for the team to track and respond to inquiries and has been a great tool to identify and track the types of questions the team is receiving. The Outreach Team is managing the requests and so far have received about 330 requests. The goal response time is 2 business days but they have been able to respond to questions within half a day. Andrea Paluso suggested that the team continue to provide updates to the Advisory Committee on trending inquiries.

Paid Leave Oregon's phones went live on Monday. The team will continue monitoring call volume to evaluate staffing needs.

Action Items

Action	Assigned	Due Date	Completed
Invite partners from DOR and/or BOLI to future meeting	Karen Humelbaugh		7/18/22
Share cumulative packet of administrative rules	Xann Culver	8/17/22	

Decisions

• July Advisory Committee meeting notes were approved.