

Meeting:	<b>Paid Leave Oregon Advisory Committee</b>				
Date/time:	<b>September 7, 2022</b>				
Location:	Microsoft Teams				
Attendees:	P (Present) A (Absent) S (sent sub)				
	Facilitator: Karen Madden Humelbaugh Scribe: Mackenzie Jones				
<b>Members</b>		<b>Staff</b>		<b>Guest</b>	
P	Karen Madden Humelbaugh	P	Mackenzie Jones	P	Renee Royston
A	David Gerstenfeld	P	Shannon Ball	P	Lynn Kneeland
P	Jeannine Beatrice	P	Juan Serratos		
P	Amanda Dalton (employers)	P	Danielle Willey		
P	Jenny Dresler (employers)	P	Michele Roland-Schwartz		
A	Linda Herrera (employees)	P	Angela Yeager		
P	Eric Hunter (employers)	P	Rachel Bruneau		
P	Andrea Paluso (employees)				
P	Eva Rippeteau (employees)				
A	Paloma Sparks (employers)				
P	Jessica Giannettino (employees)				

## Agenda

Docket #	Topic	Purpose	Presenter
1.0	<b>Welcome</b>	Inform	Karen Madden Humelbaugh & Jeannine Beatrice
1.1	Member Roundtable		Jeannine Beatrice
1.2	Agency & Program Updates		
1.3	Approval of August Meeting Notes		

No comments from committee members, notes approved. Jessica Giannettino and Eva Rippeteau expressed neutral votes because they were not present for the August meeting.

Jeannine Beatrice shared agency-wide updates. The agency is shifting from the COVID-19 crisis mode into focusing on growing teams, empowering leadership and participating in meaningful engagement. The first Rollout of the new online system Frances occurred 24 hours ago with comfortable success.

Karen Madden Humelbaugh shared program updates. She, David Gerstenfeld and others had the opportunity to debrief with the Governor and her staff last week, particularly around what to expect for the Frances launch over the weekend. They also spoke more generally about Paid Leave including updates on outreach and engagement and feedback the team is receiving. Karen will be participating in September legislative days as part of a presentation to both the Senate and the House sides. The presentation will include updates on many parts of the agency.

2.0	<b>Administrative Rules Updates</b>	Inform	Shannon Ball
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Shannon Ball shared updates on the administrative rulemaking that the team is working on.

- Batch 1 rules (35 rules related to contributions, self-employed, small employer, assistance grants and outreach) – became final January 31, 2022.
- Batch 2 rules (9 rules related to equivalent plans) – became final April 21, 2022.
- Batch 3 rules (16 rules related to benefits) – became final July 22, 2022.
- Batch 4 rules (appeals, contributions tribal governments and equivalent plans) – the equivalent plan rules were finalized first on August 22, 2022. The team is still reviewing feedback on the other rules and are hoping to have them final sometime this month.
- Batch 5 rules (benefits) – the public comment closed on August 31, 2022 and plan to have them final sometime in October, 2022.

Paid Leave Oregon has 100 administrative rules drafted but still have many more on their list. The next push for rules will likely happen next summer so they can be finalized before benefits begin in 2023.

Amanda Dalton voiced a number of topics she'd like to have future conversation on.

- Tax treatment for benefits and contributions – Shannon Ball shared that the team has a meeting with the Department of Revenue tomorrow and is actively working on this.
- OFLA/FMLA and Paid Leave chart and clarity – More clarity is needed and more examples of how they will work in tandem would be helpful. Shannon Ball said that the team is very close to having the chart completed and are working with BOLI on additional clarification.
- One year lookback – shared she was surprised to hear agency staff share with the public at an online session that an employee who has a child any time starting September 2022 and utilizes 12 weeks of leave prior to the program going live can still qualify for another 12 weeks come September 2023. She understands this is a first year problem and will be a small percentage but that this is a cause for concern for employers and replacing the workforce will be nearly impossible.
- Blood and affinity language – concerned that the department hasn't defined this further in rule as believes the statute wasn't specific to allow opportunity for it to be defined in rule. This puts Equivalent Plan employers in a difficult situation if all their employee has to do is sign an affidavit to declare they have a familial relationship to another. She does not believe this was the intent of the legislature.
  - Andrea Paluso stated that believes the intention was to remain broad and attest the relationship and that in most cases, they'd be receiving partial wage replacement. She is interested in seeing the team track data as benefits go live to see if this is causing problems.
  - Jenny Dressler echoed Amanda's point and is concerned about potential solvency of the program. She would like to be part of the conversations around this topic. She shared that she feels some of the policies in the program have exceeded where she thought the legislative body landed.
  - Jessica Giannettino stated that she believes the intent of remaining broad was to capture people in the LGBTQ+ community and others who have unique family relationships as we are not experts in family make-up.
  - Amanda Dalton does not agree with Jessica's statement.

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3.0	<b>Operations Update</b>	Inform	Danielle Willey
3.1	Frances Go-Live Update		Lynn Kneeland & Renee Royston

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Danielle Willey provided updates on the work of the Operations Team. The team has completed training on Frances to learn how to process equivalent plan (EP) applications. They have created employer guidebooks which are tools that employers and employee representatives can use for as a helpful reference when they are submitting EP applications. This guidebook is available in multiple languages on the Paid Leave website. They are also creating an additional, more general guidebook for employers that will be coming in a couple weeks also to be available in

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multiple languages. They have been receiving tickets through their Contact Us form on the website and have had an uptick in phone volume.

Renee Royston, MOD Division Director and Lynn Kneeland, Communication Specialist, joined the meeting to provide updates on the launch of the online web platform, Frances. The site went live at 7:00am yesterday. There have been over 8,000 individual visits to the webpage and over 1,700 accounts created. The first EP application was submitted within the first hour after the launch. They have received 18 declarations, 12 completed EP applications with fees paid by ACH and have a couple applications on hold until the credit card functionality is available. Over 300 people have initiated conversation with the site’s interactive assistant which is available in English and Spanish. There have been 1,200 log-ins from other partner agencies accessing wage information for their own business administration. [Francesinfo.oregon.gov](http://Francesinfo.oregon.gov) contains many helpful resources including a FAQ that is being updated daily as well as a Help and Support page with infographics on how to perform some initial activities such as creating an account and filing payroll reports.

Andrea Paluso asked what plans the team has in terms of outreach and information that will be available for employees of an EP employer and suggested there be a future conversation on this topic.

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4.0	<b>Communications &amp; Engagement Updates</b>	Inform	Michele Roland-Schwartz & Angela Yeager
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Michele Roland-Schwartz gave an update on the Outreach and Engagement team. The team welcomed a new Program Analyst who is based in Klamath Falls. They are currently recruiting for another Program Analyst with experience in community activism, grassroots organizing, volunteering or other experience related to employee representation and labor unions. The Outreach team just finished participating in the Department of Revenue roadshow in 12 locations across the state and have been tabling at various events. The Equivalent Plans Explained and Community Conversation Zoom sessions with the public have been well attended. The team will be prerecording a session to post on the Paid Leave website.

Angela Yeager provided updates on the Communications team. They are in the beginning stages of a statewide employer campaign and will be launching various parts of the campaign in October. This will include an employer toolkit, paid advertising and video and photoshoots with employers. The team’s social media channels launched in August. Paid Leave is now on Facebook, Twitter and Instagram and committee members are encouraged to like, follow and share.

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## Action Items

Action	Assigned	Due Date	Completed

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## Decisions

- August Advisory Committee meeting notes were approved.