

Location	Teleconference
Time	10:30 am – 12:00 pm
Attendees (all on the phone)	Paid Family and Medical Leave Director: Lisa Kissler Employee's Interests Representative: Marilyn Watkins Employer's Interests Representative: Bob Battles Paid Family and Medical Leave Act Ombudsman: Edsonya Charles Employer's Interests Representative: Julia Gorton Employer's Interests Representative: Tammie Hetrick
Guests	PFML Data and Research Manager: Rebecca Grady PFML Business Systems Product Owner: Matt Buelow PFML Policy and Rules Manager: April Amundson PFML Product Manager: Alison Eldridge PFML Operations Manager: Leah Coberly
Members Absent	Employee's Interests Representative: Maggie Humphreys Employee's Interests Representative: Samantha Grad Employer's Interests Representative: Christine Brewer Employee's Interests Representative: Joe Kendo
Scribe	Liz Merrick

1. Introductions

2. Approve April 2021 Meeting Minutes – No quorum present. Move to next month's agenda.

3. Legislation

- 1073 Slide 7 (What, Who, When, Additional Impacts)
 - **Bob:** How many claims does this consider? **Rebecca** will follow up. Will PFML reach back out? PFML will be reaching out proactively.
 - Benefits available by law Aug. 1, 2021.
 - Additional – One small business assistance grant for eligible employers
 - Federal reimbursement for claims paid under this bill.
 - **Edsonya:** Expansion of PFML or PFML worker assistance grant? Still working out details of communication plan. We talk about it as an expansion of PFML. Business is messaging as a parallel program and NOT an expansion.
 - **Marilyn:** Clarifying question – Prohibited from paying benefits prior to Aug. 1? Not a prohibition but that we will begin processing claims by Aug. 1. Gives PFML time to have processes in place.
 - **Edsonya:** Proof required for hours reduced due to COVID? Attestation will be required as part of the application. Law requires attestation.

- **Julia:** Same processes as current? Largely the same.
- SB 5097 (Expanding definition of family member (What, who, when additional reporting requirements)
 - This bill DOES provide reimbursement to the trust fund if claims reach a certain threshold by July 1, 2023.
 - Effective July 25, 2021
 - Additional Reporting Requirements:
 - Report due Dec. 1, 2021
 - Report two due June 30, 2022
 - **Julia:** Expanded Def. go back? No
- Implementation timeline: Jan. 2021 – March 2022 (1073 & 5097 combined)
 - Technology build has started
 - Hiring has started – claims staff
 - Communications planning beginning
 - First report due
 - **Bob:** LTSS – how does that interplay with timeline? Staff? PFML has set up where Legislation deadlines should not be missed. Set up development team who only works on these two pieces of Legislation and nothing else. Additional staff is being hired as quickly as possible. Work in staff parallel when possible as well.
 - **Marilyn:** Rules timeline? CR101 intent to rule make has been files. CR103 to be file so that they are effective Aug. 1. Internal multiple drafts with hearing on the 27th. **Bob:** Pre work 102 & 103 before they are filed. Lisa would like next meeting to have deeper dive around communications on these two bills, communications team attend.
 - Data related to 1073 & 5097 (**Rebecca**)
 - What else if anything, would you expect us to be able to provide data on related to these two amendments
 - Understanding trust fund impacts
 - Tracking continued denials based on hours (still don't meet hours)
 - Requirement under statute received, take into account how it deals with small busines. Must collect and analyze data for employees under 50 (separate bills)
 - Slide 11: 5097 reports
 - Program utilization by employer characteristics
 - Due by Dec. 1, 2021
 - Impact of family member definition change
 - Due by June 30, 2022 and 2023

- Program Utilization by employer characteristics report (slide 12)
 - Program utilization by VP/State program and large/small employer size.
 - Include data for July 2020-June 2021
 - **Julia:** Employee usage?
 - **Marilyn:** Existing requirement reporting on Small business assistance grants? Yes
 - **Marilyn:** Break down report by Gender, Race, type of leave, length of leave as well as sector.
 - Review periods: Overlapping or staggered? More detailed to come. **Bob:** the sooner we can get data the better.
 - **Marilyn:** Slide 13, family member definition- lengths of leave people are taking under old definition vs new. Same to disaggregate via gender, etc.

4. Agenda Items for June (5 Minutes)

- Communication discussion around 1073 & 5097
- Trust fund projecting for 2022
- Continued update implementation 1073, 5097 and LTSS (deadlines)
- Customer contact (hold for future meeting until PFML is ready)
- Increased calls and applications
- Medical to family transition / birthing (action item – website clarity)
 - **Matt** to send list to members to for comment.

5. Open Comments –

- Applications and weekly claims were reviewed
 - Higher claims data and processing times
 - Discussed effective alternate means of contacts
 - **Marti Cardi– parallel benefits due to lack of work and private plan employees.**

6. Adjourn – 11:55 am

Next Meeting: June 18, 2021 | 10 am | This meeting will be held via Zoom.