PRESENTATION OVERVIEW

- Introductions
- Approve November Meeting Minutes
- Policy Discussion
- Operations Update
- Technology Update
- Open Comment
INTRODUCTIONS

► Advisory committee
► In-person attendees

(Note: We will use the conference call feature to identify who is on the phone rather than announce during meeting)
APPROVE NOVEMBER MINUTES

Discussion
Policy Discussion

- Introduce Brittany McVicar
- Elected officials- Are elected officials covered by PFML?
Who is included in PFML?

► Almost all Washington employers and employees are required to participate in Paid Family and Medical Leave.

► Exceptions
  ► The federal government and its employees - RCW 50A.04.010(6)(b)
  ► Federally-recognized tribes and their employees - RCW 50A.04.110
  ► Self-employed individuals - RCW 50A.04.010(7)(b)(i)
WHO IS CONSIDERED AN EMPLOYEE?

Key questions:

► Is the person in employment?
  ► “Employment” means “personal service, of whatever nature, unlimited by the relationship of master and servant as known to the common law or any other legal relationship performed for wages...” [RCW 50A.04.010(7)(a)]
  ► “Wages” does not include payments made to cover costs, such as travel or meal stipends.

► If yes, is the person in the employment of an employer?
  ► “Employer” means: “…(ii) the state, state institutions, and state agencies; and (iii) any unit of local government including, but not limited to, a county, city, town, municipal corporation, quasi-municipal corporation, or political subdivision.” [RCW 50A.04.010(6)(a)]

► If the answer to both of these questions is yes, the person is considered an employee.
ELECTED OFFICIALS – PAID

► Is a paid elected official in employment?
  ► Yes. The official is performing services in exchange for wages.

► Is a paid elected official in the employment of an employer?
  ► Yes. The relevant government entity is the employer.

► Result: Paid elected officials are required to participate.
Elected Officials – Unpaid

Is an unpaid elected official in employment?

No. Since no wages are paid, the official is not considered in employment for the purposes of PFML.

Result: Unpaid elected officials are not required to participate.
**What about Unemployment Insurance?**

- The definitions of “employment,” “employer,” and “wage” align with Unemployment Insurance.

- Elected officials are statutorily exempt from Unemployment Insurance – RCW 50.44.040(10)(a).

- This exemption does not exist in PFML law.
OPERATIONS UPDATE

► Call Statistics
► Other Updates
► Voluntary Plan Statistics & Best Practices
CUSTOMER CARE CALLS BY WEEK
CUSTOMER CARE CALLS AND COMMUNICATIONS

Number of Calls Handled


1st DOR List Email

2nd Email

Mailer likely received
OTHER OPERATIONS UPDATES:

► Development of FAQs – tracking, standardize responses

► Elective Coverage
CUSTOMER CARE TEAM

Cohort 1

Cohort 2

Cohort 3

Service Delivery Managers & Training Manager
Voluntary Plans Processed as of 12/7

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<th>Month (initial application)</th>
<th>Initial application</th>
<th>Completed applications, including payment</th>
<th>Approved</th>
<th>Average of days from completed application to approval</th>
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<td>22</td>
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<td>November</td>
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<td>16</td>
<td>13.0</td>
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<td>December (to 12/7)</td>
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<td>5</td>
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<tr>
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<td><strong>99</strong></td>
<td><strong>30</strong></td>
<td><strong>15.1</strong></td>
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Family only: 6  Medical only: 27  Both: 118
Voluntary Plan Application - Best Practices

1. Read the Voluntary Plan Guide to prepare;
2. Identify the gaps in existing policy from the PFML program requirements;
3. Stipulate the leave entitlement specific to PFML;
4. Provide sufficient details for determination review;
5. Ensure definitions match those required under the law.
TECHNOLOGY UPDATE

FOR THE GOOD OF THE ORDER

► Open Comment
CONTINUE THE CONVERSATION

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