

YCSA Comp and Benefits Taskforce — Compassionate Leave Bank Subcommittee

Meeting Minutes

Meeting Date: November 4, 2020

In attendance: Vikki Bentz, Adrienne Carlos, Jennifer Taylor, Bob Hoskovec, Julie Garver, Lisa Merrifield, Karen Vail, Katherine Anderson, Emily Weinacker

Absent: Kirsten Adaniya

The information previously supplied by Julie Garver will be refined (if possible). If possible, the following information would be helpful: was the leave related to the employee for a family member; what year did it occur; how many not on FMLA went on an unpaid status; for those that separated, what was the overall reason for separation. Lisa Merrifield will work with Julie Garver on this request. Employee confidentiality will be maintained.

Julie Garver noted that maternity leave absences are not covered. Some of the leave on the report provided were for maternity leave. The report reflects all unique needs, all by different employees.

At the date of this meeting, there were 205 exempt and 134 non-exempt full-time employees with 114 faculty, totaling 453 employees eligible for this benefit.

Thank you to Emily Weinacker for compiling the information below.

Compassionate Leave Program Outline

Problem:

- Is the current leave bank program design best meeting employee needs?
- Should it be enhanced/replaced/discontinued or remain the same?

Policy 2.13: Employee Leave Donation

Policy 2.11: Sick Leave

Policy 2.12: FMLA

Policy 2.10: Leave of Absence

Policy 2.14: Leave and how it can be used (personal days)

??? Other kind of leave

Data: (add Vicki's spread sheet)

- How many employees have 30 days of leave built up (at risk of unpaid status)
- Impact of current STD programs
- How many unpaid days were because of maternity leave
- Data on current use of program
- Terminations related to unpaid status
- Data on full-time employees who go into unpaid status (employee, family, maternity)

Employee 1: On FML for 5 weeks; unpaid for 50 hours
Employee 2: On FML for 2 weeks; unpaid for 15 hours
Employee 3: On FML for 14 weeks; unpaid for 60 hours
Employee 4: On FML for 12 weeks; unpaid for 393 hours
Employee 5: On FML for 1 week; unpaid for 14 hours
Employee 6: On FML for 12 weeks; unpaid for 54 hours
Employee 7: On FML for 5 weeks; unpaid for 92 hours
Employee 8: On FML for 12 weeks; unpaid for 79 hours
Employee 9: On FML for 12 weeks; unpaid for 44 hours
Employee 10: On FML for 12 weeks; unpaid for 168 hours
Employee 11: On FML for 12 weeks; unpaid for 430 hours
Employee 12: On FML for 12 weeks; unpaid for 332 hours
Employee 13: On FML for 3 weeks; unpaid for 14 hours
Employee 14: On FML for 6 weeks; unpaid for 152 hours
Employee 15: On FML for 6 weeks; unpaid for 134 hours
Employee 16: On FML for 2 weeks, unpaid for 73 hours
Employee 17: On FML for 12 weeks; unpaid for 247 hours
Employee 18: On FML for 6 weeks; unpaid for 18 hours
Employee 19: On FML for 12 weeks; unpaid for 144 hours
Employee 20: On FML for 12 weeks; unpaid for 6 hours
Employee 21: On FML for 12 weeks; unpaid for 160 hours
Employee 22: On FML for 8 weeks; unpaid for 260 hours

Benchmark Programs: (see attached document)

- Matrix of possible programs in higher education and local YCT entities
- Best in class programs

Recommendation:

If we stay with the current program do we need to promote?