

YCSA Comp and Benefits Taskforce — Compassionate Leave Bank Subcommittee

Meeting Minutes

Meeting Date: October 7, 2020

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

Absent: Vikki Bentz

- In comparing Yavapai County and City of Prescott, both entities are different in regards to whether or not they cover family members. Information from Chino Valley had not been received at this time. Karen Vail provided a summary of other community colleges in Arizona.
- Emily Weinacker provided a background on the purpose of this subcommittee.
 - As currently written, only those who donate sick leave may participate.
 - Employees may join after one year of employment, during open enrollment.
 - This is a full-time employee benefit.
 - Until recently, the sick bank had not been used for six or seven years.
 - There are complex IRS guidelines that must be considered.
 - There are qualifying circumstances that must be met. If these regulations are not met, the donation could become taxable to the donor.
 - All ideas will be vetted by an attorney.
- The committee was curious as to how many employees maintain 40 hours of sick leave during the year as well as how many employees go unpaid during the year.
 - Data is needed, nothing HIPAA related, to assist the committee with determining its ultimate purpose.
 - Julie Garver will research back to January 2017 and look at annual unpaid leave.
 - FMLA will be broken out
- A question was proposed if the leave bank could be funded through foundation, allowing another option for staff to donate leave for reasons beyond the sick bank.
- Vikki Bentz was not able to attend the meeting. She believes the leave policy should apply to the employee only for a documentable medical condition. Opening it up to family and non-medical would need to have a set of criteria for approval and a standing committee to evaluate each request.
- Next meeting November 4 at 11:00am