

PAID FAMILY LEAVE

The Franklin County Board of Commissioners strive to recruit and retain quality employees. They offer a variety of paid leave options and benefits in order to make Franklin County a preferred employer.

The Commissioners recognize the importance of supporting employees as they balance career and family requirements and offer Paid Family Leave to help address this concern.

Paid leave allows an employee time to provide parental care immediately following the birth or adoption of a minor child.

Paid leave allows an employee time to care for a covered family member who has a serious medical condition.

Until April 1, 2022, Paid Family Leave may be used for the qualifying COVID-19 related events noted below.

Eligibility

You must be a full-time employee and have completed one year of employment.

Must have been employed for at least 1 year, have worked 1,250 hours throughout the twelve-month period, and have an active FMLA on file. (Waived until 04/01/22)

You must have an active FMLA on file for the qualifying event.

Qualifying Events

Birth of Child – Employee must be the birth mother or someone legally responsible for child-rearing. Includes biological parent, spouse, adoptive parent, domestic partner,* or legal guardian of the child.

* Domestic partner is another adult with whom an employee shares a residence, is in a sole relationship, and shares responsibility for each other's common welfare. See glossary for a full definition.

Adoption – Permanent placement of an adoptive child. Employee must be the adoptive parent who, via a legal process, has taken a child into their household.

An employee may also consider the \$5,000 benefit for adoption expenses outlined in BOC-33.01.

Caregiver Leave – Employee's covered family member has a serious medical

Covered family members are spouse, son, daughter, and parents.

Paid Family Leave

condition as defined in BOC 44.01, Leave Donation Policy.

COVID-19 – Employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19; has been advised by a health care provider to self-quarantine related to COVID-19; is experiencing COVID-19 symptoms and is seeking a medical diagnosis; is caring for a covered family member subject to a Federal, State, or local order related to COVID-19; is caring for a child whose school or place of childcare is closed for reasons related to COVID-19.

COVID-19 related use of Paid Family Leave expires April 1, 2022.

Benefit

Birth or Adoption

Eight weeks (320 hours per year) paid at 100% for birth mother, biological parent, spouse, adoptive parent, domestic partner, or legal guardian in the birth or adoption of a child.

Begins on the date of the birth or the date medically determined to be unable to work. For adoption, leave begins the day custody is taken.

Can be used in cases of stillbirth*.

Caregiver

Eight weeks (320 hours per year) paid at 100% for care of a covered family member with a qualifying serious medical condition.

COVID-19

Eight weeks (320 hours until April 1, 2022) paid at 100% for Employee subject to Federal, State, or local quarantine/isolation order; who has been advised by a health care provider to self-quarantine; who is experiencing COVID-19 symptoms and is seeking a medical diagnosis.

Paid Family Leave

Eight weeks (320 hours until April 1, 2022) paid at 100% for Employee caring for a covered family member subject to a Federal, State, or local quarantine/isolation order.

Eight weeks (320 hours until April 1, 2022) paid at 100% for Employee caring for a child whose school or childcare provider is closed for reasons related to COVID-19.

General provisions

- May be used in one continuous block of time or other scheduled intervals as indicated on the FMLA designation.
- Can use up to 8 weeks of Paid Family Leave per calendar year.
- Can use Paid Family Leave one time per qualifying event.
- Vacation accrues as normal.
- A paid holiday does not count as a Paid Family Leave day.
- Paid Family Leave will run concurrently with FMLA.
- Application must be made directly to Human Resources prior to the leave when possible but not later than 30 days from the start of the event. Forms are available on the county portal and via the payroll system.
- Paid Family Leave hours are not eligible for cash payout, do not carry over year to year, and hours are not eligible for leave donation.

Childbirth, Adoption and Caregiver Leave may be used as indicated on the FMLA designation.

Paid Family Leave may be used over multiple timeframes and for multiple qualifying leave events in a calendar year.

Paid Family Leave can be used for no more than 8 weeks per event. For example, the birth or adoption of a child that arrives in December is eligible for 8 weeks of leave even though it may span across 2 calendar years.

References and Related Comments

** Stillbirth is the loss of a fetus during or following the 20th week of pregnancy.*

Bargaining employees are governed by the provisions of their collective bargaining agreements.