

Board of Directors Meeting Minutes
Paid Family and Medical Leave Insurance Authority

Thursday, October 8, 2020

Participating Voting Members: Adrienne Cochrane, Daryle Dudzinski, Josh Geballe, Sal Luciano, Fran Pastore, Paul Potamianos, John Scott, Mike Soltis, Glendowlyn Thames, Molly Weston Williamson, Henry Zaccardi, Justin Zartman

Participating Nonvoting Member: Eva Bermudez Zimmerman

Absent: Rich Duffy, Alexander Marcellino

Also Present: Andrea Barton Reeves, Erin Choquette, Andrea Comer, Laure Dickson, Kris Floyd, Amber Forrest, David Marcone, Tracie Knapsack

I. Welcome and call to order

Fran Pastore, Board Vice Chair, called the meeting to order at 9:05am. Board member attendance taken by Amber Forrest by roll call and verified the existence of a quorum.

II. Approval of the September 10, 2020 Board of Directors meeting minutes

Vice Chairperson Pastore asked the members of the Board to consider adopting the draft minutes: https://portal.ct.gov/-/media/DAS/Communications/PFMLI/Minutes-and-Agendas/2020/Board-of-Directors/PFMLI_BOD_Minutes_9_10_2020.pdf

John Scott motioned their adoption, seconded by Paul Potamianos. There was no discussion. The motion was adopted unanimously.

III. Update on Actuarial Report

Andrea Barton Reeves introduced Laura Antanaitis from Wildfig Partners. Laura Antanaitis gave a 15-minute presentation on the updated actuarial analysis. The floor then opened for 10 minutes of questions.

IV. Private Plans

Andrea Barton Reeves and Erin Choquette presented the private plan options for discussion on the Employer Application Process. The board discussed and formed the following revisions:

Change #1 – to the Plain Language template:

Change the answer to “Does this plan provide me with job-protected leave if I need time away from work?” to:

"An employee's rights to job protection under state and federal law are the same, whether the employee receives income replacement benefits through the Paid Family & Medical Leave Insurance Program or through an employer-provided private plan. While the plan itself does not provide job protection, in most cases, employees receiving income replacement benefits under this law will also be entitled to job protection under a separate law called the CT FMLA. For more information about the CT FMLA, please consult the Connecticut Department of Labor."

& delete the following question and answer:

<p>Would I have job-protected leave if I received income replacement benefits through the CT Paid Family & Medical Leave Insurance Program instead of through a private plan?</p>	<p>No, the CT Paid Family & Medical Leave Insurance Program does not provide job protection. Whether an employee is entitled to job-protected leave depends on whether an employee is entitled to leave under the CT FMLA or other federal or state laws</p>
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Change # 2: Amend section IV(2)(b) of the policy & procedures to require the employer to provide the Authority with a copy of the plain language guide as well as the plan document:

- a. Employer provides the CT Paid Leave Authority with a copy of the plain language guide provided to its employees and one of the following:
 - The Declaration of Insurance (during the Interim Period only).
 - The approved insurance policy
 - The Self-Insurance Declaration Document (during the Interim Period only); or
 - The approved self-insured plan document

Change # 3: Amend section V(4) to state that approval of a plan terminates after 3 years or when an employer makes material changes to the plan, whichever comes first, to clarify that employers cannot simply make material changes to a plan that has already been voted upon by the employees but rather must submit a new application to the Authority.

Change #4: Amend section I to require that the insurer offering the insurance policy or the surety company offering the surety bond must have an A rating or better from A M Best.

Vice Chairperson Pastore asked the members of the Board to consider adopting the revisions to the Employer Application process. The motion to adopt was made by John Scott, seconded by Molly Weston Williamson. There was no discussion. The motion was adopted unanimously.

V. Glossary of Terms

Andrea Barton Reeves and Erin Choquette presented the glossary of terms for discussion. Fran Pastore asked the members of the Board to consider adopting the Glossary of Terms for the purpose of posting for public comment. The motion to adopt was made by John Scott, seconded by Paul Potamianos. There was no discussion. The motion was adopted unanimously.

VI. Committee Reports

- **Finance and Audit Committee**

Paul Potamianos reported on the September 25, 2020 Finance and Audit Committee meeting. Dave Marcone presented three schedules of agency financials.

- **Outreach and Engagement Committee**

Molly Weston Williamson reported on the October 2, 2020 Outreach and Engagement Committee meeting. Andrea Comer presented an update on the Outreach and Engagement efforts to date and upcoming events. Andrea Barton Reeves presented the Board Toolkit to be distributed to the members of the Board after the meeting.

VII. Report from CEO

Andrea Barton Reeves reported on personnel changes. A position that has been posted to hire a Senior Marketing Director that will report to Chief of Staff Andrea Comer. Registration for employers to begin on November 4, 2020. PFML anticipates a robust but simple response and registrants will be able to contact PFML for support.

VIII. Old Business - none

IX. New Business - none

X. Adjournment:

A motion was called to adjourn the meeting by Fran Pastore, motion to adjourn was made by John Scott and seconded by Justin Zartman. There was no discussion. The motion was adopted unanimously, and the meeting adjourned at 10:43 am.