



Prenatal, Parental and Infant Wellness Leaves (PPI) Overview

Presented to: Quality of Life Committee

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Purpose

The City of Houston recognizes the growing needs of its employees to balance work and their home life. In keeping with our goal of being a premier employer, the proposed ordinance would provide paid leaves for prenatal, parental and infant wellness (PPI).

Prenatal Leave

- Leave available for prenatal wellness health care appointments and other absences related to the pregnancy
 - Available irrespective of gender, sexual orientation, gender identity, or marital status or whether both employees are employed by the City
- Maximum of 160 hours in a 12-month period
 - regardless of whether more than one birth occurs within that 12-month period

Prenatal Leave

- Unused leave shall not be compensable and shall be forfeited:
 - on the date the pregnancy ends
 - upon the date the employee separates from employment with the City
 - upon the date the employee moves to a part-time or temporary position
 - whichever comes first

Parental Leave

- Leave to bond and care for a child after the birth or placement of a child with the employee for adoption or foster care
 - Available irrespective of gender, sexual orientation, gender identity, or marital status or whether both employees are employed by the City
- Maximum of 320 hours in a 12-month period
 - regardless of whether more than one birth occurs within that 12-month period
 - Effective Sept. 1, 2023, maximum number of hours increases to 480

Parental Leave

- Unused leave shall not be compensable and shall be forfeited:
 - on the date after the child's first birthday or on the date after one (1) year since the placement of a child with the employee for adoption or foster care
 - when an employee separates from employment with the City
 - when an employee moves to part-time, PT30 or temporary position
 - whichever comes first

Infant Wellness Leave

- Leave to take infant to a healthcare provider for examinations and physicals, immunizations, checkups and prospective health screening/testing of any kind during the infant's first year after birth
- Maximum of 40 hours in a 12-month period
 - regardless of whether more than one birth or placement of a child with the employee for adoption or foster care occurs within that 12-month period

Infant Wellness Leave

- Unused leave shall not be compensable and shall be forfeited:
 - on the day after the infant's first birthday
 - upon the date the employee separates from employment with the City
 - upon the date the employee moves to a part-time or temporary position
 - whichever comes first

Overview

Effective

- May 14, 2022

Eligibility

- Full-time employee (part-time and temporary not eligible)
- 6-months of continuous service

Fiscal Note: There is no budgetary impact of the proposed policy

Justification:

- Currently, each full time equivalent (FTE) is budgeted at 2,080 hours each year – inclusive of leave hours. The number of hours each year, does not change.
- Prior to this proposed policy, employees are currently utilizing their available leave balances (sick and/or vacation hours) when taking their prenatal/parental/infant wellness leaves.

Justification:

- However, this proposed policy allows employees to keep their unused leave balances for future use and creates a competitive environment to recruit new hires to the City of Houston
- In some instances, employees can accrue their leave balances – however, for employees started in January 2000, there is a cap of the payout amount - 360 hours for vacation hours and excess of 1040 hours for sick hours- upon separation with the City of Houston. The timing and amount of this future payout is difficult to predict.

Fiscal Note - Continued

- In rare instances, depending on the duties while the employees are out on extended leaves, temporary pay adjustments/overtime/temporary personnel may be used to cover the duties.
- In the event an employee utilizes one of these proposed leaves, the majority of the time, the departments will redistribute the work among existing personnel.
- As we currently do today, each department director will continue to make operational decisions utilizing the department's available budget. Therefore, even if the department elected to use a PPZI (that is removed when the employee on leave returns to duty), overtime, or temporary personnel, these costs are also included in the budget as departments operate within their budget allocation to fund these additional costs.

Fiscal Note - Continued

Example:

A budgeted full-time employee with an average base salary of \$62,665, would currently use sick and vacation time under FMLA for prenatal/parental and infant wellness care. Out of 2,080 hours, this is an average pay of \$30.13/hour

Current		
Wage type Description	Hours	Salary
Pay Period Salary	1,440	\$ 43,383
FMLA - Vacation Pay*	150	\$ 4,519
FMLA - Sick Pay*	370	\$ 11,147
Holiday Pay	80	\$ 2,410
Personal Day	24	\$ 723
Floating Holiday Pay	8	\$ 241
Wellness	8	\$ 241
Grand Total	2,080	\$ 62,665

**No change to the budgeted salary of \$62,665. PPI Pay refers to the Prenatal/Parental/Infant Wellness Pay*

Proposed		
Wage type Description	Hours	Salary
Pay Period Salary	1,290	\$ 38,864
Prenatal Pay*	160	\$ 4,820
Parental Pay*	320	\$ 9,641
Infant Wellness Pay*	40	\$ 1,205
Vacation Pay	150	\$ 4,519
Holiday Pay	80	\$ 2,410
Personal Day	24	\$ 723
Floating Holiday Pay	8	\$ 241
Wellness	8	\$ 241
Grand Total	2,080	\$ 62,665

Historical Data:

- In the past 3 years, the citywide average FMLA cases each year pertaining to birth/bonding is 67 (approx. 0.3% of 22K citywide employees)

Recommendation

Approve the ordinance amending Chapters 14 and 34 of the Code of Ordinances to adopt Paid Leaves for Prenatal, Parental and Infant Wellness Leaves

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Question & Discussion



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