

MOTION BY SUPERVISOR HOLLY J. MITCHELL

January 25, 2022

Protected Leave Programs Awareness Month

The County of Los Angeles (County) is proud to comply with the federal and state mandates governing protected leaves of absence for its employees. Programs such as the federal Family and Medical Leave Act and the California Family Rights Act, more commonly known as FMLA and CFRA, and other protected leaves like the State’s Pregnancy Disability Leave, are in place to help eligible employees balance the demands of the workplace with their needs and the needs of their families. Compliance with protected leave programs demonstrates the County’s commitment to preserving the integrity and well-being of families, and promoting the stability and economic security of employees and their families. The County recognizes the importance of ensuring that employees understand the protections offered by each of these leave programs, are aware of how to access these protections, and that their supervisors are knowledgeable and supportive of these leave programs.

A recent study on “Family Friendly Leaves” conducted by the Women and Girls Initiative, in partnership with the Department of Human Resources, offered valuable insight into the experience of County employees as it relates to leave awareness. Respondents not only reported a lack of understanding regarding how paid time off is associated with leaves of absences but also noted that knowledge about leaves of

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absences varied from department to department. The study also found that the level of subject-matter expertise in this area among departmental human resources staff correlated with how supported employees felt in accessing these leave programs.

On January 1, 2021, CFRA expanded in several ways, including requiring small employers (those with 5 or more employees) to provide up to 12 work-weeks of CFRA leave within a 12-month period to eligible employees.

Based on the outcome of this study and new laws, it is critical to provide employees and managers throughout the County with enhanced education and awareness on all the available protected leave offerings and to offer County departments additional resources to support these efforts, as well as educate our contractors and small businesses about their rights and responsibilities.

I THEREFORE MOVE THAT THE BOARD OF SUPERVISORS:

1. Proclaim the month of February as “Protected Leave Programs Awareness Month” in the County of Los Angeles, starting in 2022 and continuing each year thereafter.
2. Instruct the Director of the Department of Human Resources (DHR) to implement a campaign highlighting the County’s leave policies and other family-friendly leave policies, including remote work and alternative scheduling policies. This campaign should include direct training and education for County employees in all departments.
3. Instruct the Director of DHR to align the delivery of the Annual Protected Leaves Symposium to be held during the Protected Leave Programs Awareness Month.
4. Direct the Executive Director of the Economic and Workforce Development Agency and its Office of Small Business to, within 90 days, design and deploy an easily accessible self-help training for small employers on protected leave programs for which their employees may be eligible.
5. Direct all department directors to join the effort to educate their employees and supervisors on the availability of protected leave programs and on ways to access these leave programs when needed.

6. Encourage all employees to learn about the protected leave programs available to them and their families, and to understand the County's commitment to ensuring access to these leave programs when needed.

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