

WORKPLACE PARTNERSHIP GROUP

—Fourth Business Meeting—
Monday, February 1, 2016; 11:30 a.m.
Minneapolis City Hall – Room 319

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1. Call to Order

The Chair called the meeting to order at 11:41 a.m. The following members were found to be in attendance:

Attending: Susie Brown; Steve Cramer; Liz Doyle; Brian K. Elliott; Dayna Frank; Stephanie Gasca; Molly Glasgow; Chelsie Glaubitz Gabiou; Ron Harris; Christopher Carl Pennock; Guillermo Alexander Lindsay; Tony Lacroix-Dalluhn; Wade Luneburg; Bruce Nustad; Jim Rowader; Danny Schwartzman; and Sarah Webster Norton [*See attached attendance sheet*]

The following staff members were also present: Nuria Rivera-Vandermyde; Luke Weisberg; Casey Carl; Gretchen Musicant; Peter Ginder; and Sasha Bergman.

2. Acceptance of Minutes – Third Business Meeting: January 25, 2016

On motion by Luneburg, the minutes of the Third Business Meeting conducted Monday, January 25, 2016, were approved.

3. Report from the Chair

A. Summary of listening session themes and member observations

The Chair facilitated discussion amongst members about key themes and observations arising from the listening sessions conducted with various community stakeholders, cultural communities, and specific industries in Minneapolis, all of which were completed between January 6 and 28, 2016; copies of notes from the sessions were distributed to all members and posted to the Partnership Group’s website for public access. Several members commented on how powerful it was to hear real-world stories about the experiences of both employees and employers, especially the impacts that can and do occur when access to paid sick time is not available, which then cascades from individual workers to their families, including dependent children, and crosses over into schools, workplaces, hospitals and healthcare clinics, and associated environments, creating rippling effects throughout the community. Moreover, members addressed the workplace impacts, including productivity, operational opportunities and challenges, and financial costs, and overall morale, all of which had bottom-line consequences. Finally, many pointed to stories illustrating the spiraling impact created by lack of access to paid sick time, where a worker struggling to make ends meet ultimately faced more significant life-altering changes, including job loss, homelessness, and ongoing health challenges, among others.

[One member observed that what was learned from the listening sessions reflected the larger problem and associated challenges of poverty in the community, the solutions to which went far beyond policy discussions related to sick time availability.](#)

The issue of protecting and advancing community health and the well-being of all workers was, perhaps, the most important theme to emerge from the listening sessions, and had been reiterated in each stakeholder group that was engaged in the process. A balancing theme was helping to advance great workplaces where employees wanted to work, were productive, and were able to contribute to a successful local economy composed of a variety of businesses, including large, mid-sized, small, and even micro-sized businesses, from large corporations to the local “mom-and-pop” corner store. [Another consistent theme from employers participating in listening sessions was that they have policies and benefit programs that work because they also value employee health; thus, city intervention was not deemed necessary.](#)

Other members noted a critical theme emerging from the listening sessions was the need to assure a robust communications strategy to accompany any final recommendations on a municipal policy related to earned sick time or PTO. Many recalled how employers and employees expressed uncertainty about how paid leave benefits might accrue, under what conditions, how and when the benefits might be applicable to employees, and the expressed desire for a uniform policy consistent with other jurisdictions in order to minimize complications for seamless business operations while giving employees flexibility to meet their personal needs. The desired outcome was for businesses and workers alike to be clear about the rights, responsibilities, and obligations under any municipal policy that might be enacted.

4. Unfinished Business

A. Review of decision-making processes

Mr. Weisberg reviewed the agreed consensus decision-making process. [*See attached PowerPoint presentation for details.*]

B. Review of key decision points on policy scope recommendations

Through discussion, members reached general consensus on crafting recommendations which established a minimal threshold in terms of policy mandates on earned sick time and/or paid time off which would be broadly applied to all employers in Minneapolis. Assuming an employer satisfied the minimum standards set forth in the policy, that employer would be deemed to be “in compliance,” even if a higher level or better type of benefits were provided. Thus, centering deliberations on the various policy elements on the desired policy outcomes was important; those included—

- 1) **HEALTHY WORKPLACES**, where workers are productive, engaged, and contribute to bottom-line business results, and where employers attract, retain, and support the best workforce in a competitive marketplace by providing employees with the resources required for themselves and their families; and
- 2) **HEALTHY COMMUNITIES**, where health disparities are not tied to demographic factors such as race/ethnicity, socio-economic status, employment, education, housing (including neighborhood or physical address), etc., and all residents have the resources needed to protect the health of themselves and their families.

Focusing on achieving compliance, therefore, suggested that—to the extent possible—policy recommendations should be as clear, unambiguous, streamlined, and uniformly applicable as

possible, avoiding the necessity to address exceptions or exemptions or potential policy loopholes. Moreover, the Partnership would attempt to align with existing definitions and standards in federal and state laws and policies related to the classification of workers as full-versus part-time and exempt-versus non-exempt to avoid potential legal conflicts in interpretation and application. There was general consensus among all members with these points.

Mr. Weisberg facilitated a discussion of potential policy elements connected with the scope of a municipal policy on earned sick time/PTO, referring to a matrix model distributed to members at the prior meeting [*See attached Detailed Policy Decision Outline (revised).*] Members commented that proceeding to talk about issues in the matrix in a linear fashion seemed necessary; however, because of the interrelated nature various elements which might be considered in a final policy recommendation, it would make sense to revisit previous decisions along the way.

The key issues here were the extent of coverage required by employers as well as the extent of coverage provided to employees; specifically—

A. FOR EMPLOYERS:

Should policy recommendations cover:

1. Employers based in Minneapolis;
2. Employers with employees who work within Minneapolis, regardless of employer location; or
3. Only employers in sectors with significant public health exposure.

B. FOR EMPLOYEES:

Should policy recommendations cover:

1. Only full-time employees;
2. Both part-time and full-time employees;
3. All employees who work within Minneapolis; or
4. All employees who conduct a specified number of hours per year in Minneapolis.

Following discussion, the consensus of those members in attendance was to tailor recommendations on scope of coverage to include—

- Employers with employees who work within Minneapolis, regardless of employer location; or
- All employees working within Minneapolis who conduct at least 80 hours per year at a single employer.

With respect to salaried, exempt workers, the group reached consensus that recommendations should cover these workers and include a proviso stipulating that “exempt employees are considered to work 40 hours per week for the purposes of accrual unless there is evidence that they work less hours on a regular basis.”

5. New Business

Mr. Weisberg indicated the goal would be to complete a review and ranking of policy elements identified under the categories of Usage and Accrual Mechanism during the next business meeting, set for Monday, February 8, 2016, beginning at 7:30 a.m. in Room 319 of City Hall.

6. Adjournment

With no further business to be presented, on motion by Luneburg the meeting adjourned at 1:31 p.m.