

**HUMAN RESOURCES MEMORANDUM  
#1-2022**

**DATE:** Feb. 28, 2022

**TO:** Honorable Mayor Meredith Leighty and City Council Members

**THROUGH:** Heather Geyer, City Manager *hmg*

**FROM:** Tamara Dixon, Human Resources Director and Chief Diversity Officer *TD*

**SUBJECT:** Paid Family and Caregiver Leave Policy Update

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**PURPOSE**

To provide Council with an update on the City's Paid Family and Caregiver Leave policy, including utilization of the new program to date.

**BACKGROUND**

In March of 2021, a City policy to provide Paid Family and Caregiver Leave to employees was approved by Council. This policy allows employees to be with their families during times that matter the most and it has given the City an opportunity to take the next step in becoming a more family-friendly employer.

As a refresher, the City opted out of the State-run Paid Family Leave program as Council approved the creation of the Paid Family and Caregiver Leave (PFCL) program for City staff in March of 2021. The benefits of the City's program include:

- Family bonding/improved health outcomes
- Women more likely to return to work after childbirth
- Improved productivity/employee performance
- Improved employee morale
- Equitable – offering parental and caregiver options
- Cross-training opportunities
- Competitive recruiting advantage

As of March 2021, when the policy was approved, 21 employees have utilized PFCL at a cost of \$142,718.52. Five employees have utilized PFCL in 2022 at a cost of \$14,688.72 (note that four of these five employees are carry-overs from 2021). All but one of the employee cases of PFCL have run concurrently with Family Medical Leave.

PFCL has been utilized across several departments and the most common reasons have been birth of a child, care of a family member, or employees with a serious health condition.

Employee response has been overwhelmingly positive, and the Human Resources Department has not received any concerns regarding an employee's use of the leave.

**BUDGET/TIME IMPLICATIONS**

To date, the Paid Family and Caregiver Leave policy has resulted in a total cost to the City of \$157,407.24.

**STAFF RECOMMENDATION**

Paid Family and Caregiver Leave Policy Update

Feb. 28, 2022

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This item is for informational purposes only.

**STAFF REFERENCE**

If Council members have any questions, please contact Tamara Dixon, Human Resources Director and Chief Diversity Officer, at [tdixon@northglenn.org](mailto:tdixon@northglenn.org) or 303.450.8877.

**ATTACHMENT**

1. Presentation

# ***PAID FAMILY AND CAREGIVER LEAVE UPDATE***

**Tamara Dixon**

*Human Resources Director and  
Chief Diversity Officer*

*303.450.8877*

*[tdixon@northglenn.org](mailto:tdixon@northglenn.org)*

**City Council Meeting**

*Feb. 28, 2022*



**CITY OF  
Northglenn**

# ***REFRESHER***

**City of Northglenn  
opted out of the State-  
run Paid Family Leave  
Program**

**Created Paid Family  
and Caregiver Leave  
(PFCL) Program for City  
effective March 2021**

**Several Benefits of  
City's Program**



# ***BENEFITS OF PAID FAMILY AND CAREGIVER LEAVE POLICY***

**Family bonding /  
improved health  
outcomes**

**Women more  
likely to return  
to work after  
childbirth**

**Improved  
productivity /  
employee  
performance**

**Improved  
employee  
morale**

**Equitable –  
offering parental  
and caregiver  
options**

**Cross training  
opportunities**

**Competitive  
recruiting  
advantage**



# ***FIRST YEAR METRICS***

**21 employees used PFCL in 2021 for a cost of \$142,718.52**



**\*5 employees used PFCL in 2022 for a cost of \$14,688.72**



**Only 1 case did not run concurrently with FMLA**

**\*Note: 4 of the 5 employees are carryovers from 2021.**



# ***DEPARTMENT USE AND MOST COMMON REASONS***

## **Department – # of employees**

**Police – 11**

**Public Works – 6**

**Parks, Rec, & Cultural – 2**

**Communications – 1**

**Municipal Court – 1**

**Finance - 1**



## **Most Common Uses:**

**Employee's own serious  
health condition**

**Birth of a child**

**Care of a family member**



# ***WHAT EMPLOYEES HAVE TO SAY***

“It helped me with one less stress in my life knowing that I would get paid while caring for my Dad during a very stressful time in our life. I really appreciate this program; it’s a lifesaver!” - Public Works employee

“The policy was amazing. It was super easy to set up, and even with my baby coming early, it was as simple as an email to shift dates to accommodate the baby’s early arrival. It was one of the best things for my family. I am grateful and glad it is accessible to us.” - Northglenn Police Officer

“I would like to thank the City for implementing the PFCL program. My mother was diagnosed with terminal cancer. The program allowed me to remain by her bedside until she took her last breath instead of having to move her into hospice care.” - Public Works employee





# ***WHAT EMPLOYEES HAVE TO SAY***

## **CONT'D**

“As a recipient of PFCL I was given an opportunity that I would have never had otherwise - the opportunity to stand by my father's side. I was able to provide care to my father during his recovery from his heart surgery. I had a lot on my plate, and it helped me deal with those stresses alone without the stress of work on top. I seriously do not know how I could have done it all without the PFCL.

I am so grateful for this time off because time is so precious and with my father's emergency heart surgery, I was reminded that life can change in an instant. Time can never be bought back once it is lost, and I am so grateful for the time I was able to help my father and help him along his recovery journey.”

- Finance employee



# ***WHAT EMPLOYEES HAVE TO SAY***

## **CONT'D**

“I can say without a doubt this is an amazing policy and I am so thankful that it is available to me and hopefully it will remain so. I think we all at one point consider what will be required to care for an aging parent/sibling or any person in our family circle but most of us assume the time required will be relatively short. But when you are faced with the reality of an illness or condition that has no timeframe you quickly realize the condition will outlast your leave time many times over and you will not be able to provide the care that is needed.

Removing the worry of all those concerns is huge and being able to focus on the care required makes a hard situation considerably easier. It's hard to put into words how beneficial this policy is until you are in this situation but let me say again, I am so thankful and thank the City and all those involved that made it happen.” – Public Works employee



# QUESTIONS?

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*Human Resources Director and  
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