

Employee Childcare Subsidy and Paid Parental Leave Update

August 8, 2022

**Presented to Workforce,
Education and Equity Committee
Dallas City Council**



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I. Childcare Subsidy

- Eligibility Criteria
- Update on Childcare Subsidy Participation
- Demographics by Race and Gender
- Focus Group Results
- Next Steps for Proposed Outreach to Eligible Employees
- Proposed Recommendations

II. Paid Parental Leave

- Eligibility Criteria
- Update on Paid Parental Leave Participation (PPL)
- Demographics by Department and Gender
- Reasons for PPL
- Next Steps for Proposed Outreach to Eligible Employees
- Proposed Recommendations



Eligibility Criteria for Childcare Subsidy



Active employee must enroll in health benefits and Dependent Care Allocation Plan (DCAP) during open enrollment through Employee Benefits Concepts (EBC)

- Note: New hires that meet qualifications may enroll during their benefits enrollment period to receive prorated amount based on hire date

Employee and child(ren) must be enrolled in City of Dallas health plan. Children must be under age 12 at time of enrollment

Have salary less than \$66k (expanded from \$44K when first announced)

Must reside in Dallas (have a Dallas address in WorkDay)

After open enrollment, employees experiencing a “Qualifying Life Event” (QLE - having a baby, adoption, enrollment in day care) may apply to receive Childcare Subsidy

Update on Childcare Subsidy Participation



September 2021

- Program and seed budget of \$500K approved by Dallas City Council

October 2021

- Outreach and marketing to potentially eligible employees - identified approximately 309 eligible employees

January 2022

- Program offered to all eligible employees
- 96 employees enrolled during open enrollment
- 2 new hires enrolled by June 2022

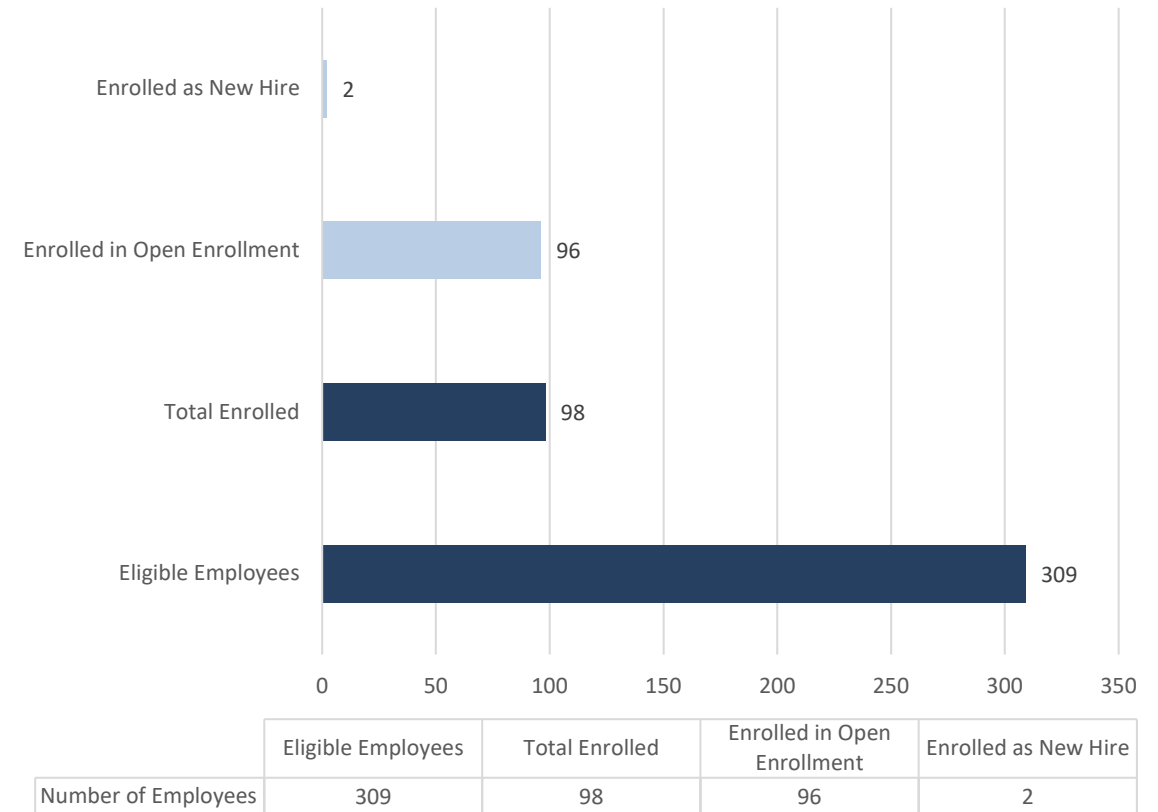
June 2022

- Ongoing employee engagement and outreach to current enrolled and those that were eligible but chose not to enroll

July 2022

- \$304K left in fund to date

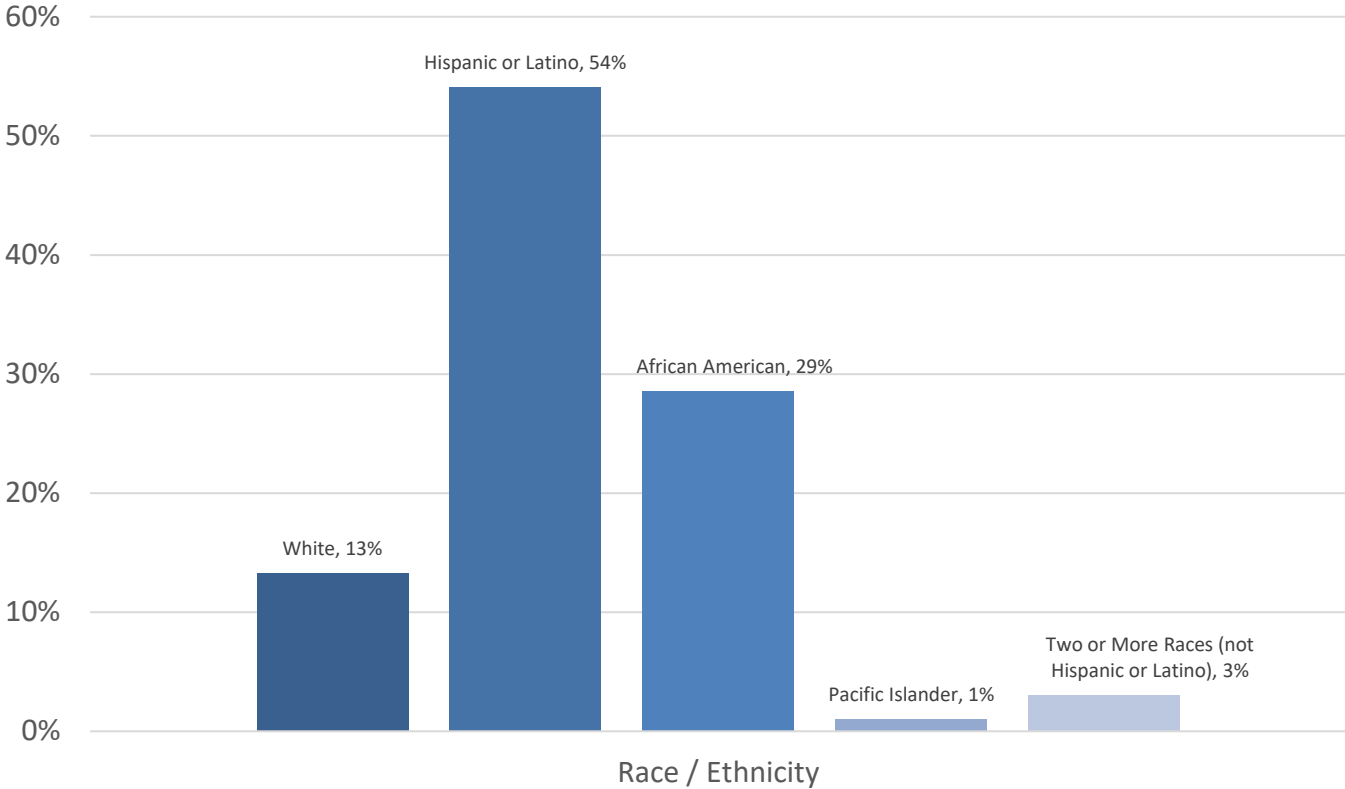
Number of Employees Participating in the Childcare Subsidy Program – October 2021 to July 2022



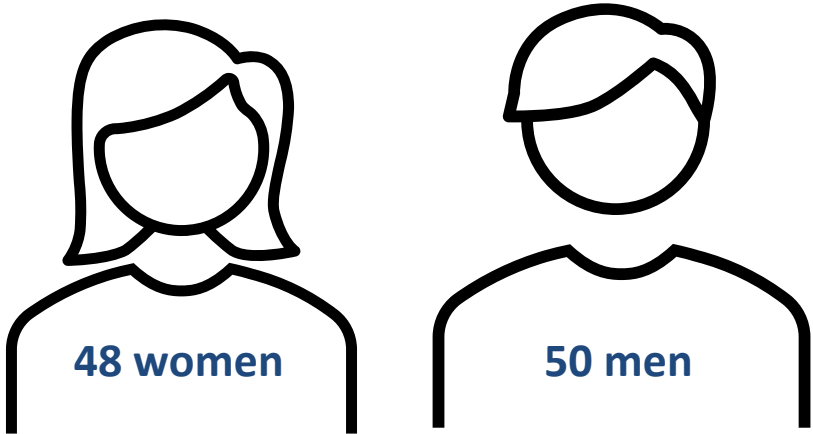
Childcare Subsidy Participants by Race & Gender



Participation by Race



■ White ■ Hispanic or Latino ■ African American ■ Pacific Islander ■ Two or More Races (not Hispanic or Latino)



Focus Group Results for Childcare Subsidy*



*Input from FY21-22 participants that were eligible but chose not to enroll



"It just all seemed confusing to me"
City of Dallas employee & mother of
two school aged children

"I may do it this year. Is there a class
that you can take to learn more
about it?"

City of Dallas employee & father of
four children varying ages under 12

"Why do you have to live in
Dallas?"

City of Dallas employee &
mother to two school aged
children

"I don't want my taxable income to
be raised."

City of Dallas employee &
grandmother to two children
covered by her health plan



Focus Group Results for Childcare Subsidy*



**Input from eligible and enrolled participants for FY21-22

"Thanks so much for this benefit. It has really helped. I will sign up again this year"

City of Dallas employee and mother of a toddler and a school aged child

"THANK YOU! THANK YOU! THANK YOU!"

Whoever came up with this is the best for thinking about the employees."

City of Dallas employee and mother of 1 school aged child

"Everything is so smooth and easy using the FSA. It really helps with monthly costs of daycare".

City of Dallas employee and father of a toddler

"It's working great. It definitely helps because with food, housing and gas being so high, we need some kind of break on expenses".

City of Dallas employee and father of an infant



Next Steps for Outreach to Employees for Childcare Subsidy



Communicate with employees during Open Enrollment about the Childcare Subsidy program and enroll all that qualifies

After Open Enrollment, communicate to employees about Qualifying Life Events eligibility, births, adoptions, etc.

Reach out to employees that did not enroll for Childcare Subsidy

- Find out why
- Provide FAQs, and additional communication in the Open Enrollment guides and in the Open Enrollment Informational meetings

Offer employees assistance during Open Enrollment for FY23 plan year



Proposed Recommendations for Childcare Subsidy



Remove Dallas location restriction from Childcare Subsidy rules and open to eligible employees that live outside Dallas but have registered daycare or childcare within Dallas city limits

Emphasize that there is no “fee”. All participants need to enroll in Dependent Care Assistance Program (DCAP) plan but there is no employee contribution to the plan required in order to receive the employer subsidy contribution

Quarterly evaluation of Childcare Subsidy program for quality assurance and adherence to IRS guidelines





Paid Parental Leave



Eligibility Criteria for Paid Parental Leave



Paid Parental Leave was approved in September 2021 as part of the benefits package to full time employees based on FMLA eligibility.

- Eligibility: All full time City of Dallas employees that are FMLA eligible.
- Employee has given birth, need to care for, adopted, or received placement of a child aged twelve or younger
- May be eligible to receive up to six weeks paid leave to help support the new addition to their family
- **Implementation with FY 2021 budget starting October 1, 2021**

Process for requesting leave:

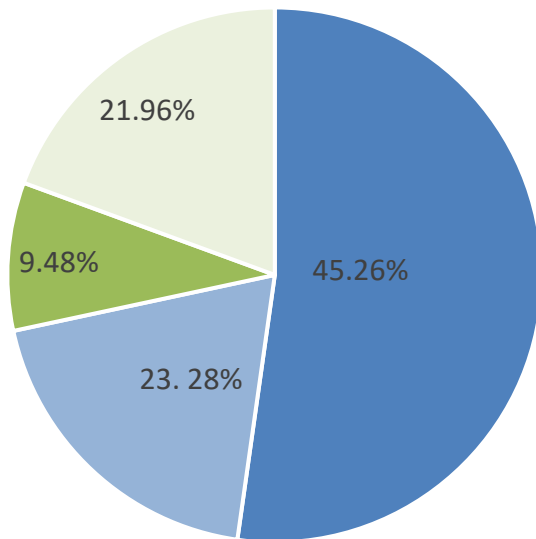
- Apply for FMLA for birth, adoption, or foster child placement
- Once approved, apply for Paid Parental Leave
- Leave begins when child arrives (employee provides documentation of birth, adoption or placement)



Update on Paid Parental Leave Statistics



City of Dallas Paid Parental Leave Granted
From October 2021 – July 2022



■ DPD ■ DFR ■ DWU ■ All other

*NOTE: Data by department in Appendix

Reasons for Paid Parental Leave

Adoption	6
Births	259
Foster care placement	5

Paid Parental Leave by Gender

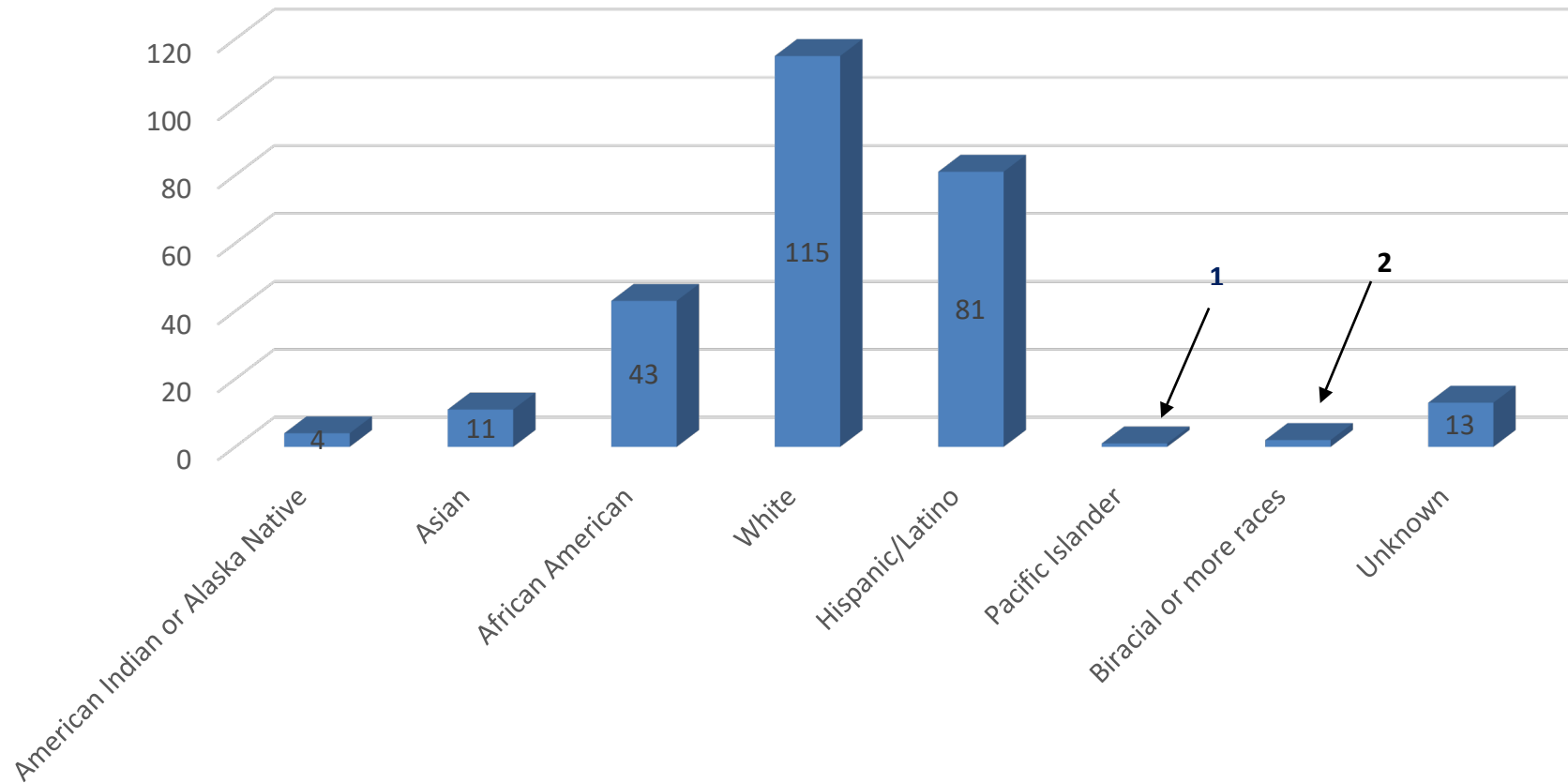
Males	215
Females	55



Approved Paid Parental Leave by Race & Ethnicity



Paid Parental Leave by Race and Ethnicity



Next Steps for Proposed Outreach to Employees Eligible for Paid Parental Leave



Continue to reach out to employees through information included in the leave packet they receive from FMLA Source when they apply for parental bonding leave

Develop targeted information on applying for Paid Parental Leave in a timely manner so timekeeping can be logged accurately

Ensure employees are aware of the limitations of the leave (they cannot return to work or take on additional work while on the leave)

Resources Information Services (HRIS) and City Controller's Office (CCO) Payroll on refining the business processes in Workday to streamline the Paid Parental Leave application, approval, time entry, and



Proposed Recommendations for Paid Parental Leave



- Encourage eligible employees for Paid Parental Leave to apply as soon as possible
- Continue to monitor the process, benchmark with programs available through other employers and improve the program to support employees and their families during a very important family life event



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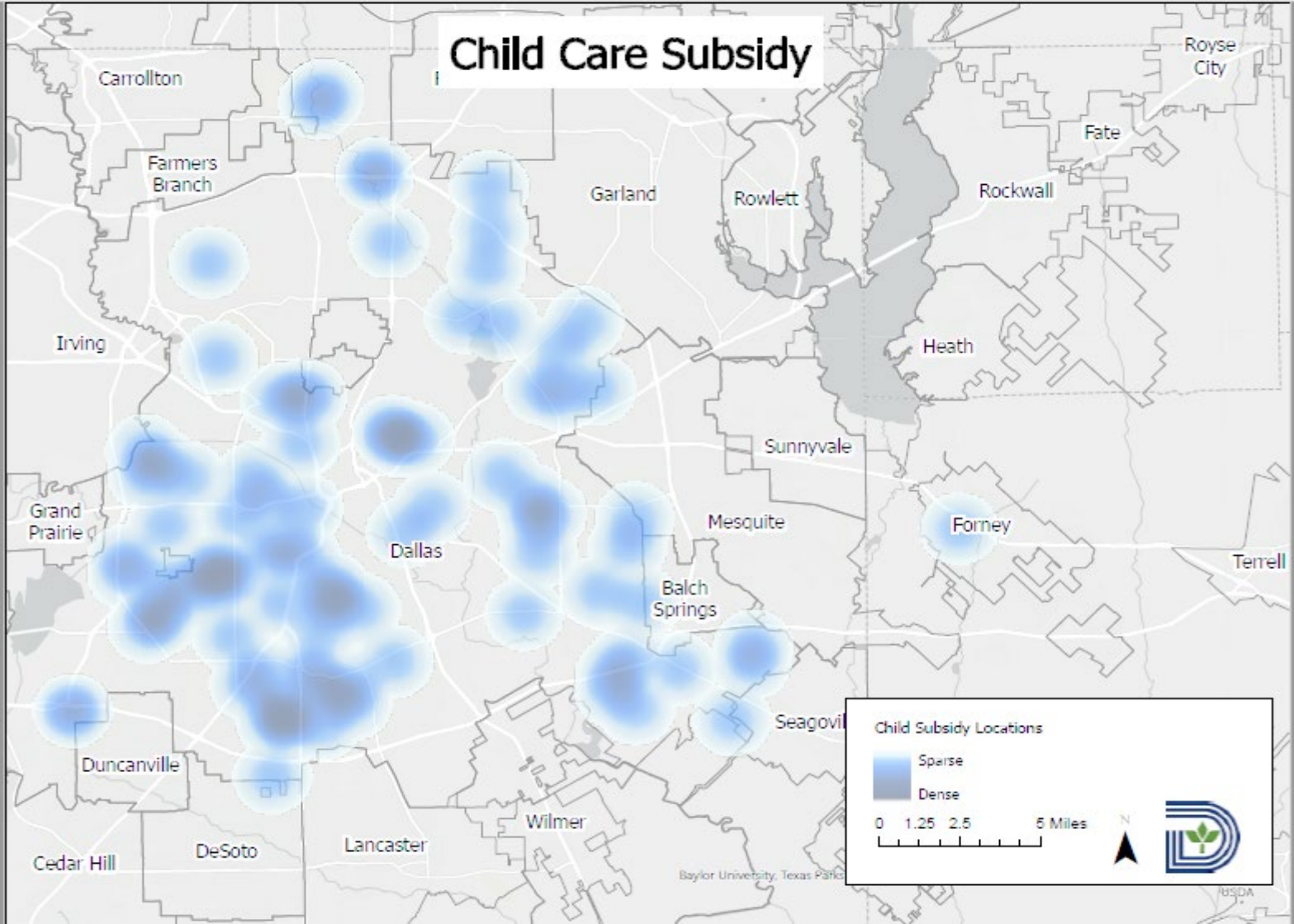
Reginald C. Jackson,
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Appendix



Childcare Subsidy Participants by Residence Area



Paid Parental Leave by Department



Department	Total Employees on PPL from 10/1/2021 – 7/31/2022
City Atty (ATT)	1
City Auditor (AUD)	2
Aviation (AVI)	3
City Comptroller Office (CCO)	1
Code Compliance (CCS)	5
City Manager Office (CMO)	1
Court & Detention Svcs (CTS)	4
Office of Data Analytics and Business Intelligence (DBI)	1
Sustainable Development and Construction (DEV)	8
Dallas Fire Rescue (DFR)	71
Dallas Police Department (DPD)	120
Communication and Information Services (DSV)	1
Dallas Water Utilities (DWU)	23
Equipment & Fleet Management (EFM)	3
Fair Housing (FHO)	1
Information and Technology Services (ITS)	4
Library (LIB)	1
Office of Community Care (OCC)	2
Office of Emergency Management (OEM)	1
Office of Environmental Quality (OEQ)	3
Public Works (PBW)	6
Human Resources (PER)	1
Parks & Rec (PKR)	3
(PNV)	1
Transportation (TRN)	3
TOTAL	270

Top three
of Paid Parental
Leaves per department:

1. Dallas Police Department
2. Dallas Fire Rescue
3. Dallas Water Utility

Paid Parental Leave Participants by City of Residence

