

MEMORANDUM

TO: All Fulltime, Adjunct and Hourly PSC Represented Employees
FROM: Keisha Pottinger-Moore, Associate Director of Human Resources
SUBJECT: Paid Family Leave- PSC Represented Staff and Faculty
DATE: March 11, 2021

I am pleased to announce that pursuant to bargaining between the City University of New York (CUNY) and the Professional Staff Congress (PSC), Paid Family Leave (PFL) benefits will be available for PSC-represented employees at Senior Colleges (including the Brooklyn EOC and Queens EOC) beginning **March 8, 2021**. Under PFL you may be eligible to take up to twelve weeks of PFL for one of the following events:

- Bond with a newly born, adopted or fostered child
- Care for a family member with a serious health condition, or
- Assist loved ones when a spouse, domestic partner, child or parent is deployed abroad on active military service.

Employees pay for these benefits through a small weekly payroll deduction, which is a percentage of your weekly wages up to a cap set annually.

- The 2021 payroll contribution is 0.511% of an employee's weekly wage and is capped at an annual maximum of \$385.34. *Note: Employees earning less than the New York State Average Weekly Wage (\$1,450.17 per week), will have an annual contribution amount less than the cap of \$385.34, consistent with their actual weekly wages. This deduction may fluctuate week to week, depending on your hours worked.*

You will begin seeing this payroll deduction on your March 25, 2021 paycheck. This payroll deduction is mandatory for eligible employees and can only be waived in limited circumstances:

- If you work 20+ hours per week, but will not work for 26 consecutive weeks.
- If you work less than 20 hours per week, but will not work 175 days in a year.

If one of these situations applies, you must submit an Employee Opt-Out form which can be found here: <https://paidfamilyleave.ny.gov/pfl-waiver-form>

Attached is the New York State Statement of Rights for Paid Family Leave and a Notice of Compliance from our Insurance Carrier – The Standard. Both documents provide further details on the program and important information on how to file for your benefits!

If you have any questions about this new benefit- paid family leave, please contact a member of the HR Benefits unit at 212-484-1152 or send an email to Benefits@jjay.cuny.edu for more information.