



MEMORANDUM

TO: Mayor and Council Members

THROUGH: Veronica Briseño, Assistant City Manager

FROM: Rebecca Kennedy, Acting Human Resources Director *RK*

DATE: March 23, 2023

SUBJECT: Implementation of Expanded Parental Leave for Non-Sworn Employees

[Resolution No. 20220505-034](#) directed the City Manager to return to the Council with information on expanding parental leave. The response to this resolution can be found [here](#).

The City's Paid Parental Leave policy requires eligible employees to qualify for Family and Medical Leave Act (FMLA). The City will continue the current policy that Paid Parental Leave is available to parents for the birth of the employee's child and the placement of a child with the employee for adoption or foster care without regard to marital status or sexual orientation. Additionally, the City's current FMLA procedure states that if both parents work for the City and are qualified for FMLA leave, both are eligible for parental leave for the birth, adoption, or foster care of a child.

The City will continue providing Paid Parental Leave before an employee utilizes other benefits. The leave is available to an employee within the approved FMLA period associated with the date of birth or placement of a child for adoption or foster care. This paid leave is not available before the birth or placement of the child or outside of the approved FMLA period.

The Human Resources Department will incrementally increase Paid Parental Leave for non-sworn employees beginning April 9, 2023, to eight (8) weeks of paid leave. Further, effective October 8, 2023, the amount of Paid Parental Leave will increase to ten (10) weeks, and October 6, 2024, will increase to twelve (12) weeks. This phased approach meets the implementation schedule outlined in Council Resolution 20220505-034.

The Human Resources Department will continue to provide information and recommendations on enhancing family-friendly policies within the City of Austin organization as they are proactively identified and researched.

If you have additional questions, please do not hesitate to reach out to me.

cc: Jesús Garza, Interim City Manager