



PUEBLO CITY-COUNTY Library District

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Time Off Benefits

02.06.06 Colorado Paid Family and Medical Leave

Effective January 1, 2024, the state of Colorado implemented the paid Family and Medical Leave Insurance program (FAMLI), which provides eligible employees with paid leave for certain family and medical reasons. PCCLD, as a local government, has opted-in to this program. This policy outlines PCCLD's compliance with the FAMLI program and outlines how this program interacts with other leave policies.

Overview of FAMLI

FAMLI benefits provide partial income protection for eligible employees who are temporarily unable to work due to their or a family's qualifying medical or legal reason, specifically for:

- To care for a new child (birth, adoption, or foster placement)
- To care for a family member with a serious health condition
- To manage the employee's own serious health condition
- For qualifying military exigency leave
- To address safety needs related to domestic violence, stalking, or sexual assault

FAMLI provides up to 12 weeks of partially paid leave or up to 16 weeks under certain circumstances related to pregnancy and childbirth. Employees seeking to take FAMLI leave should notify Human Resources at least 30 days before beginning leave or as soon as practicable.

Employee Eligibility

Employees are eligible for benefits through the Colorado FAMLI program if they have earned at least \$2,500 in wages in Colorado over the previous year, regardless of employer size or tenure with the organization. However, job protection under FAMLI is contingent upon the employee having worked for the current employer for at least 180 days.

Premium Contributions

Contributions to the FAMLI fund are designed to be a shared responsibility between the employer and the employee.

Use of Paid Leave

An employee is not required to use their accrued, paid leave (Vacation, Sick, and PTO) while on approved Colorado FAMLI leave. However, PCCLD allows employees to use their applicable leave while on paid FAMLI leave to get the employee to 100% of wages if the employee elects to do so. This additional paid leave is only available when an employee has a qualifying FAMLI reason for leave.

FMLA and FAMLI

In most circumstances, FAMLI benefits will run concurrently with FMLA.

Filing a Claim

Employees must apply for FAMLI benefits directly through the Colorado Department of Labor and Employment. PCCLD does not determine eligibility for benefits but will support employees in understanding how to apply and coordinate leave.

