

## **BOS**

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### **MEMORANDUM**

**To:** All

**From:** Jess Smith and Rachel Zsembery

**Date:** April 24, 2019

**Re:** New Parent Leave Policy

Bergmeyer's goal is to be supportive of working families and to support new parents during their transition period after the birth or adoption of a child. This policy will remain in place until the MA Paid Family & Medical Leave Policy goes into effect in January 2021 which will offer a similar benefit administered by the State of MA. We will update all employees on the transition as that date approaches.

#### **FMLA**

- Employees are eligible to take 12 weeks following the birth, adoption, or placement of a child under FMLA.
- Employees who are not eligible for FMLA can take up to 8 weeks of leave under the Massachusetts law.

#### **Short Term Disability**

- Employees who give birth are eligible to apply for Short Term Disability (STD) that has a benefit of paying 60% of an employee's salary with a cap of \$2000 per week for 6 weeks with a 1 week elimination period immediately following the birth of a child (for a total of 5 weeks).
- For all new parents, Bergmeyer will cover the employer portion of the employee's health insurance during a parental leave under FMLA or MA Law.

#### **Bergmeyer Contribution**

- For employees who choose to take Parental Leave under FMLA or MA Law, Bergmeyer will pay 60% of an employee's regular compensation for up to 6 weeks (with no salary cap); employees who are also eligible for STD may receive this paid time following the STD period.
- Employees are able to use a combination of vacation and sick time so they can continue receiving up to 100% of their regular pay following their paid parental leave or STD benefit coverage should they choose.