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# 190580

Ordinance

## Amend Human Resources Administrative Rule, Funeral and Bereavement Leave, to define and clarify eligibility for leave (amend HRAR 6.08)

Passed

The City of Portland ordains:

Section 1. The Council finds:

1. The proposed HRAR rule revisions were revised to incorporate feedback since the 2020 fall review and subsequent Citywide administrative rules work group review that's taken place 2020-2021. The work group looked at best practices from other jurisdictions and worked on clarifying the City's policies and rules in this area, ensuring we are upholding the highest ethical standards and serving the interests of the community.
2. Revisions are necessary to HRAR 6.08, Funeral and Bereavement Leave, to clarify and expand on examples of what constitutes as bereavement leave and eligibly. The City recognizes that there are many different types of relationships and need for bereavement leave that aren't represented or defined in the current rule.
3. This rule revision would allow employees to take paid bereavement leave for the death of (1) a relative or (2) any individual related by close affinity (#1 and #2 are collectively referred to as a "qualifying decedent"); or (3) due to pregnancy loss including miscarriage, stillbirth, or other loss. Employees seeking leave for Pregnancy Loss do not need to disclose the specific form of pregnancy loss they encountered in the certification or in any conversation seeking leave unless the employee desires to disclose.
4. The revision defines "an individual related by close affinity" as relationships such as unmarried partners, household members, "chosen family," and any person with whom the employee has a significant personal bond that is like a familial relationship, regardless of biological or legal relationship. The rule revision further clarifies that contract consultants, temporary employees employed through outside agencies, and seasonal employees are not eligible for bereavement leave.
5. The proposed revisions are consistent with City Council's commitment to become an Employer of Choice, adopted in

Introduced by

[Mayor Ted Wheeler](#)

Bureau

[Human Resources;](#)  
[Management and Finance](#)

Prepared by

Natasha Eberth

Date Prepared

September 20, 2021

Requested Agenda Type

Regular

Portland Policy Document

resolution 37234 September 2016, by fostering a family-friendly workplace. Extending the eligibility for bereavement and funeral leave will enhance the City's efforts to recruit new employees in an increasingly competitive market, a critical need as one third of the City's current workforce is eligible to retire.

NOW, THEREFORE, the Council directs:

- A. Human Resources Administrative Rule 6.08 Funeral and Bereavement Leave is hereby amended in accordance with Exhibit A, effective September 29, 2021.

## Documents and Exhibits

 [Exhibit A](#) (21.43 Kb)

 [6.08 Funeral and Bereavement Leave strikethrough version](#) (21.91 Kb)

An ordinance when passed by the Council shall be signed by the Auditor. It shall be carefully filed and preserved in the custody of the Auditor (City Charter Chapter 2 Article 1 Section 2-122)

Passed by Council  
October 13, 2021

Auditor of the City of Portland  
Mary Hull Caballero

## Impact Statement

 [Impact Statement](#) (23.27 Kb)

## Budget Office Financial Impact Analysis

This ordinance extends the eligibility for leave, allowing eligible employees to use paid funeral and bereavement leave for the death of a relative, or any individual related by close affinity; or due to pregnancy loss including miscarriage, stillbirth, or other loss. This ordinance may have a financial impact, but given the nature of the ordinance, it is difficult to determine.

## Agenda Items

732 Consent Agenda in [October 6, 2021 Council Agenda](#)

Passed to second reading

Passed to second reading October 13, 2021 at 9:30 a.m.

**748 Regular Agenda in [October 13, 2021 Council Agenda](#)**

Passed

Commissioner Mingus Mapps Yea

Commissioner Carmen Rubio Yea

Commissioner Dan Ryan Yea

Commissioner Jo Ann Hardesty Yea

Mayor Ted Wheeler Yea