

Reply to Common Council File No. 031638  
From DOA-Budget and Management Division

March 30, 2004

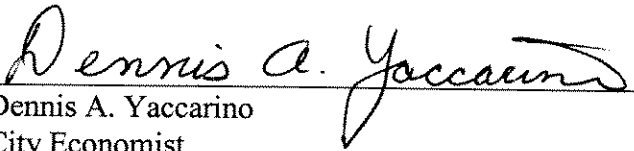
Ref: 04002

Common Council file 031638 contains a communication from the Comptroller's Office transmitting an audit of the family leave act utilization. The family leave act is a rather complex law that allows works time off either paid or unpaid for various family situations. Currently each department is responsible for approving family medical leave time off. Unfortunately, this has lead to inconsistencies in the approval process.

The Comptroller has recommended to solutions to the approval process. The first is to track and monitor FMLA through the payroll system. The second recommendation is centralize review and monitoring in DER.

At this time there are no cost estimates to implement these recommendations. The city should analyze the cost/benefit of these recommendations before proceeding with their implementation.

**RECOMMENDATION: PLACE ON FILE**

  
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City Economist

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