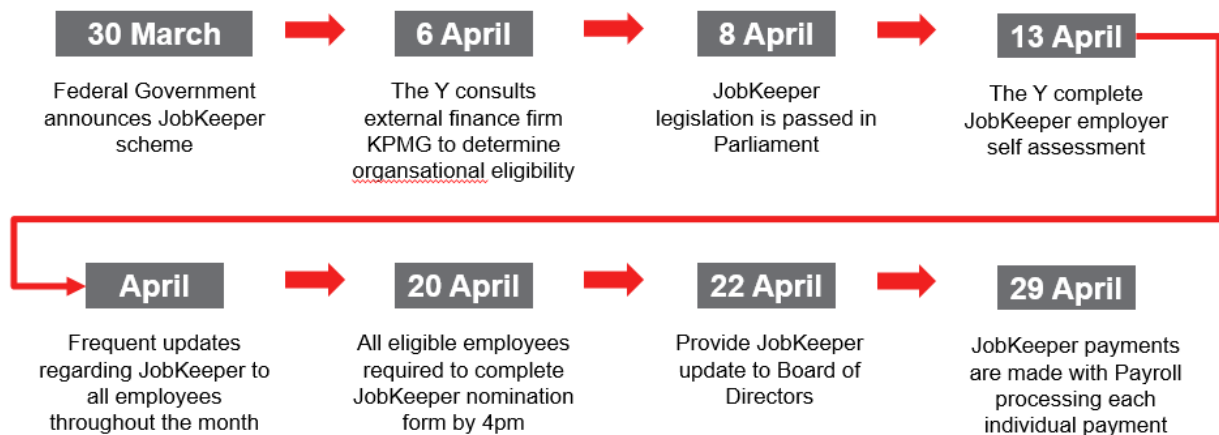


A message from Carolyn Morris, CEO YMCA Victoria and Kingswim
Tuesday 21 April, 2020

Carolyn – Status update

- Hi everybody and thanks for tuning in again today. I'm joined by Martina Smythe, General Manager of People and Culture, and a new face making her live webinar debut, Pauline McGillivray, our Chief Corporate Services Officer.
- I'll be providing you with an update on the YMCA's status with the JobKeeper subsidy, Martina will provide a People and Culture update, and Pauline will take you through some of the next steps regarding payroll.
- Firstly I'd like to thank you all for your prompt responses over the weekend. Of the 3,000 eligible staff, 2,600 – which is 86% - have filled in their JobKeeper employee nomination forms by yesterday's 4pm deadline. Your cooperation is greatly appreciated.
- I'd also like to acknowledge and thank the People and Culture and IT team, who worked over the weekend to process your nomination forms and respond to your enquiries. To put it into perspective, we had ten P&C staff and five IT staff working around the clock to process thousands of forms and enquiries in order to meet our 4pm deadline yesterday. And we will have an equal amount of staff from payroll working next weekend to process the payments.
- While it may seem like a long time since Scott Morrison first announced the JobKeeper Payment scheme, but in the time since, our support team have moved so quickly to ensure we are able to provide this subsidy to as many staff as possible. It's been a huge effort and I'm really proud of where we have been able to land in such a short time frame. Over the weekend a member of the IT team was even up at 3am on Sunday morning fixing an unexpected issue with our email server. I'm sure you all appreciate this hard work and dedication demonstrated by the support team, and I wanted to take this moment to acknowledge the people behind the scenes making it all possible.
- We've achieved a lot in the last few weeks, and to put it into perspective, on the screen is the process we have undertaken, and the few steps still remaining (see below).

The Y's JobKeeper Response Workflow



- For those of you who were identified as **ineligible**, while we would love for everybody to be able to receive the payments, it is the federal government that has determined the eligibility for JobKeeper payments, not the YMCA and we do not have the authority to override their legislated criteria.
- If you are ineligible, we urge you to seek other government assistance available at this time such as the JobSeeker scheme. You can find more information about this on our staff resource website – which is emergency.ymca.org.au.
- To our Youth and Disability sector, I know you are currently waiting to find out if your entity has been provided the exemption from the ATO in order to be included as eligible. Unfortunately, I cannot provide any further update at this time as we have not yet heard back from the commissioner. But I will say that we are still confident that we will receive this exemption, as we do believe the reason for ineligibility is an unintended outcome of the government's employer criteria.
- I will be hosting another webinar on Thursday this week to provide further updates after our Board of Directors have had their weekly meeting. The Board's job is to govern our organisation and as you can imagine with a current revenue loss of 90% this is really tricky. They need to look at the financial implications of everything we do, and that includes JobKeeper of course.
- You will receive another SMS alert with the link to tune into that webinar, but for now I'll hand over to Martina for a People and Culture update.

Martina – HR update

- Hi everyone. Like Carolyn has said, I would also like to thank the team for their hard work over the weekend processing all of your JobKeeper employee nomination forms and responding to enquiries. The team have worked tirelessly and their determination to make this possible has been outstanding.
- There were a number of people who were identified as eligible who did not submit their forms by the deadline. I'd like to remind you that if you are eligible, you must complete the form. **Regardless of if you are working, have been stood down, or have had your hours reduced, you must fill out the form if you have been identified as eligible.** The P&C team are calling each of these individuals today to make every effort to ensure they are aware of their eligibility. If you are one of these people **please submit your form immediately.**
- We have received many questions about annual leave entitlements or reimbursements since JobKeeper has become available. Our focus has been and still is on the JobKeeper payments and setting up everybody who is eligible to receive the subsidy. What I will say is that we have taken all of your queries on board and are working through the solutions as we speak. We will provide an update after we have formulated our policies in response to your questions and will share these in Thursday's webinar.
- I'll now hand over to Pauline.

Pauline – Payroll update

- Hi everybody, thanks Carolyn and Martina.
- I'll now take you through the next steps for Payroll with regards to the JobKeeper subsidy.
- The reason we needed to have the strict deadline of 4pm yesterday to have your employee nomination forms submitted was to allow time for our payroll team to process each staff member's pay and ensure they receive the appropriate sum. Given this is a different process for the payroll team to undertake, they will need the rest of this week and weekend to ensure they can get through every single staff member's payment in time.
- This is in order to meet the government's required deadline for payment, which is by the end of April. This means: **YMCA's JobKeeper payments will be made in next week's pay cycle.** Depending on your bank, you will receive that payment either on Wednesday or Thursday – on the same day and time you would normally receive your wages from the YMCA.



- I'd also like to remind you that the \$1500 fortnightly JobKeeper payment is the **before tax amount**. You **will** be taxed on this sum as you would be in a normal pay period, so don't be alarmed when it is a little less than \$1500.
- Thank you, I'll now hand back over to Carolyn to begin the Q&A