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TO: Payroll Administrators
FROM: John Smestad, Jr., and Karen Heil
RE: "Ministerial Exemption"

In response to questions from parishes and other entities, *we want to provide a reminder and clarification regarding the overtime classification of ministerial positions* in the Archdiocese of New Orleans.

As you know, several years ago, proposed overtime changes did *not* go into effect in December, 2016 due to a nation-wide injunction issued by a U.S. District Court. At that time, appeals at the circuit court level, as well as the upcoming change in presidential administrations had left much uncertainty surrounding the new overtime regulation.

In the Spring of 2019, the Dept. of Labor proposed updated FLSA regulations and Final Rules were issued this Fall with NEW salary thresholds that will go into effect on January 1, 2020.

At this time, we want to remind you and further clarify that the Archdiocese of New Orleans utilizes the "ministerial exemption" which means that bona fide ministerial positions *whose main duties involve transmitting the faith* are exempt from the overtime rule regardless of the salary level of the position. This ministerial exemption covers positions such as directors of religious education, youth ministers, choir directors, and the like.

So whether a paid ministerial position is part-time or full-time, the position is not eligible for overtime time if more than 40 hours are worked in one week. Parishes should not be concerned with exceeding a 40 hour week in instances such as youth trips, vacation Bible schools, and the like, because it will not result in higher payroll costs.

If you have any questions, or feel that there is a misinterpretation at your site, please contact me at 504-861-6295 or the Director of Human Resources at 504-310-8792.

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