



REPORT  
FROM

THE PERSONNEL  
DEPARTMENT

TO: The Honorable Mayor and The Honorable Members of City Council	DATE October 25, 2012
REFERENCE	COUNCIL FILE 09-3049
SUBJECT: Consolidated Reasonable Accommodation Report – Fourth Quarter FY 2011/2012	

RECOMMENDATION: Receive and file.

DISCUSSION: Attached is a comprehensive overview for the fourth quarter of FY 2011/2012 regarding the efforts of City departments in providing temporary modified duty for injured employees, reducing workers' compensation costs and reasonably accommodating employees with permanent work restrictions as a result of industrial or non-industrial injuries or illnesses.

Attachment 1, page 1 is a report from the Workers' Compensation Division which provides information for the third quarter of FY 2011/2012, by department, for the number of light duty hours worked; Injured on Duty (IOD) pay saved by paying injured workers on light duty; and IOD spent for salary continuation for injured employees who cannot work. Page 2 of the chart reflects the breakdown of the same information for FY 2010/2011. A brief comparison of the fourth quarter data for FY 2011/2012 versus FY 2010/2011 shows that the current light duty hours worked increased by 7,397; IOD saved increased by \$318,548; and IOD spent increased by \$3,926,604.

Attachment 2 is a report from the Equal Employment Opportunity and Employee Development Division, in compliance with Executive Directive No. PE-1. This report shows the number of reasonable accommodation requests made and the number of requests granted by departments for the fourth quarter of FY 2011/2012.

Attachment 3 is a report that provides Citywide placement efforts for those departments who determine they cannot accommodate the permanent work restrictions for their employees. This assessment is made on a case-by-case basis and only after an exhaustive search within the employing department. The department refers the employee to the Citywide Placement Coordinator who conducts a Citywide search on behalf of the employee. The attached report shows the results of searches and placements for the fourth quarter of FY 2011/2012.

Submitted by:   
Olivia Flores, Sr. Personnel Analyst

Approved by:   
Raelynn Napper, Section Head  
EEO Section

  
MARGARET WHELAN,  
GENERAL MANAGER

TEMPORARY MODIFIED DUTY (LD) COST SAVINGS/WORKERS' CC  
FISCAL YEAR 2011-12 REPORT

Department	1st Quarter Jul - Sep (PP 1-7)			2nd Quarter Oct - Dec (PP 8-13)			3rd Quarter Jan - Mar (PP 14-2)		
	LD Hours	IOD Saved	IOD Spent	LD Hours	IOD Saved	IOD Spent	LD Hours	IOD Saved	IOD Spent
Aging	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
Airports	10,564.40	\$261,100.43	\$700,825.03	11,499.50	\$327,789.90	\$694,583.32	11,461.00	\$330,196.28	\$
Animal Services	694.20	\$17,075.48	\$26,445.71	481.00	\$11,147.54	\$21,544.44	1,215.40	\$30,144.56	\$
Building & Safety	1,987.50	\$70,948.93	\$61,362.47	1,548.00	\$53,655.53	\$41,616.89	950.50	\$43,398.92	\$
City Attorney's Office	0.00	\$0.00	\$27,439.22	0.00	\$0.00	\$29,267.65	0.00	\$0.00	\$
CAO	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
City Clerk	0.00	\$0.00	\$724.05	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Coliseum - Sports Arena	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Controller	0.00	\$0.00	\$0.00	0.00	\$0.00	\$8,893.20	0.00	\$0.00	\$
Council	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Comm. Development	376.00	\$9,633.53	\$38,725.64	259.00	\$5,830.74	\$23,150.94	165.00	\$3,714.56	\$
Comm on Children	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Convention Center	0.00	\$0.00	\$17,743.59	0.00	\$0.00	\$15,369.31	0.00	\$0.00	\$
Cultural Affairs	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Disability	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Environmental Affairs	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
El Pueblo	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Emp. Relations	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Emerg. Preparedness	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Ethics Comm.	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Fire Dept. Sworn	10,636.00	\$390,593.43	\$3,779,347.75	11,585.00	\$409,665.80	\$3,681,245.80	16,219.00	\$571,529.57	\$3
Fire Dept. Civilian	2,192.50	\$66,429.10	\$48,406.35	815.00	\$24,910.53	\$28,615.34	878.00	\$26,865.90	\$
General Services	5,635.80	\$165,042.07	\$451,024.66	2,875.20	\$86,226.99	\$336,992.07	2,686.50	\$80,636.13	\$
Harbor Dept.	1,329.00	\$42,434.55	\$267,113.66	707.00	\$29,352.68	\$118,001.55	993.00	\$37,593.98	\$
Housing Dept.	198.00	\$8,248.09	\$37,053.57	202.00	\$8,219.17	\$7,728.61	32.00	\$1,302.05	\$
Human Relations	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Info. Technology	843.00	\$29,167.13	\$62,371.06	1,123.90	\$41,167.92	\$61,288.35	515.00	\$18,963.14	\$
Library	56.00	\$980.03	\$25,343.07	0.00	\$0.00	\$26,439.92	165.00	\$6,140.64	\$
Mayor's Office	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Neighborhood Emp.	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Office of Finance	195.00	\$6,417.45	\$23,374.48	93.00	\$3,060.63	\$26,893.23	0.00	\$0.00	\$
Pensions	0.00	\$0.00	\$10,643.37	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Personnel Dept.	0.00	\$0.00	\$56,988.60	259.00	\$8,806.00	\$29,300.31	53.00	\$1,802.00	\$
Planning Dept.	0.00	\$0.00	\$2,990.40	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Police Dept. Sworn	63,153.20	\$2,901,573.40	\$6,324,462.89	58,432.30	\$2,706,918.79	\$6,539,429.75	69,543.70	\$3,242,276.59	\$6
Police Dept. Civilian	24,040.00	\$836,814.17	\$658,625.80	19,139.10	\$671,273.20	\$516,981.43	23,576.10	\$818,510.76	\$
PW - Accounting	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
PW - Board of	0.00	\$0.00	\$11,035.37	0.00	\$0.00	\$2,307.36	0.00	\$0.00	\$
PW - Contract Admin.	0.00	\$0.00	\$29,916.56	0.00	\$0.00	\$33,995.53	0.00	\$0.00	\$
PW - Engineering	417.00	\$13,821.41	\$1,357.39	552.00	\$19,763.09	\$70,056.39	533.00	\$18,272.94	\$
PW - BMES	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
PW - Sanitation	10,527.00	\$307,811.27	\$831,873.68	7,868.00	\$236,083.56	\$665,256.33	7,743.50	\$231,700.69	\$
PW - Street Lighting	0.00	\$0.00	\$14,268.86	0.00	\$0.00	\$10,844.85	0.00	\$0.00	\$
PW - Street Services	7,296.50	\$220,131.63	\$381,016.50	4,867.00	\$152,624.31	\$305,647.24	5,529.50	\$159,153.35	\$
Rec. & Parks	8,703.60	\$26,515.54	\$291,947.52	8,508.20	\$200,910.41	\$23,228.21	10,119.00	\$82,722.84	\$
Retirement (LACERS)	0.00	\$0.00	\$13,761.72	0.00	\$0.00	\$10,670.19	0.00	\$0.00	\$
Transportation	13,130.60	\$359,059.18	\$702,494.92	5,651.90	\$154,933.71	\$562,180.49	4,451.00	\$122,091.23	\$
Treasury	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
Zoo	424.00	\$11,297.55	\$59,462.00	750.00	\$14,962.28	\$29,093.07	1,369.00	\$34,332.75	\$
<b>TOTALS</b>	<b>162,399.30</b>	<b>\$5,945,094.37</b>	<b>\$14,958,145.89</b>	<b>137,216.10</b>	<b>\$5,167,302.78</b>	<b>\$14,220,621.77</b>	<b>158,198.20</b>	<b>\$6,061,348.88</b>	<b>\$14</b>

TEMPORARY MODIFIED DUTY (LD) COST SAVINGS/WORKERS' COST  
FISCAL YEAR 2010-11 REPORT

Department	1st Quarter Jul - Sep (PP 1-7)			2nd Quarter Oct - Dec (PP 8-13)			3rd Quarter Jan - Mar (PP 14-20)		
	LD Hours	IOD Saved	IOD Spent	LD Hours	IOD Saved	IOD Spent	LD Hours	IOD Saved	IOD Spent
Aging	0.00	\$0.00	\$1,956.40	0.00	\$0.00	\$0.00	0.00	\$0.00	
Airports	9,465.00	\$262,577.81	\$612,450.45	5,883.50	\$157,206.83	\$618,865.77	8,231.70	\$245,101.87	\$66
Animal Services	832.00	\$20,405.42	\$28,168.14	972.00	\$22,568.54	\$42,892.61	505.00	\$11,871.13	\$2
Building & Safety	1,804.00	\$65,895.91	\$78,240.68	1,581.00	\$58,464.94	\$97,692.70	2,155.50	\$80,440.43	\$10
City Attorney's Office	0.00	\$0.00	\$17,852.00	0.00	\$0.00	\$25,278.06	0.00	\$0.00	\$2
CAO	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
City Clerk	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Controller	0.00	\$0.00	\$39,378.69	262.00	\$17,292.00	\$19,242.96	254.00	\$17,166.93	
Council	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Comm. Development	210.00	\$5,640.60	\$19,432.91	0.00	\$0.00	\$27,506.64	284.00	\$7,838.01	\$3
Comm on Children	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Convention Center	0.00	\$0.00	\$8,959.75	0.00	\$0.00	\$9,440.94	0.00	\$0.00	\$1
Cultural Affairs	0.00	\$0.00	\$2,512.47	0.00	\$0.00	\$0.00	0.00	\$0.00	
Disability	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Environmental Affairs	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
El Pueblo	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Emp. Relations	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Emerg. Preparedness	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Ethics Comm.	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Fire Dept. Sworn	13,239.00	\$431,604.91	\$3,096,461.47	11,870.00	\$392,203.06	\$2,781,127.02	16,544.00	\$548,104.97	\$3.67
Fire Dept. Civilian	1,160.50	\$32,686.82	\$35,504.45	659.50	\$19,579.61	\$28,229.68	553.00	\$17,107.29	\$2
General Services	1,671.20	\$34,717.25	\$242,612.70	1,635.00	\$48,345.74	\$238,289.84	1,699.50	\$44,051.01	\$28
Harbor Dept.	1,086.50	\$27,672.31	\$190,584.71	1,064.90	\$27,670.22	\$143,243.30	1,768.00	\$51,164.03	\$15
Housing Dept.	0.00	\$0.00	\$13,804.79	0.00	\$0.00	\$0.00	0.00	\$0.00	\$1
Human Relations	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Info. Technology	862.20	\$27,971.67	\$27,977.86	391.70	\$12,980.04	\$5,626.38	1,181.20	\$41,848.57	\$2
Library	0.00	\$0.00	\$4,771.11	0.00	\$0.00	\$16,482.53	40.00	\$844.80	\$3
Mayor's Office	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Neighborhood Emp.	0.00	\$0.00	\$12,975.72	0.00	\$0.00	\$19,576.01	0.00	\$0.00	\$1
Office of Finance	0.00	\$0.00	\$61,881.20	0.00	\$0.00	\$55,441.87	0.00	\$0.00	\$4
Pensions	0.00	\$0.00	\$15,277.84	0.00	\$0.00	\$10,892.87	0.00	\$0.00	\$1
Personnel Dept.	342.00	\$13,164.15	\$7,775.50	0.00	\$0.00	\$17,246.09	0.00	\$1,084.17	\$2
Planning Dept.	0.00	\$0.00	\$7,220.18	0.00	\$0.00	\$12,900.49	0.00	\$0.00	\$
Police Dept. Sworn	63,984.70	\$2,919,416.60	\$6,427,907.14	58,073.00	\$2,628,698.90	\$5,363,453.74	73,968.90	\$3,401,658.84	\$5.05
Police Dept. Civilian	17,480.30	\$630,565.54	\$484,183.63	13,781.00	\$478,655.14	\$519,671.46	18,205.60	\$641,514.04	\$54
PW - Accounting	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
PW - Board of	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$
PW - Contract Admin.	0.00	\$0.00	\$30,418.42	0.00	\$0.00	\$17,914.84	0.00	\$0.00	\$
PW - Engineering	256.00	\$6,836.66	\$4,253.60	269.00	\$11,379.10	\$14,763.66	109.00	\$4,470.32	\$
PW - BMES	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
PW - Sanitation	8,396.00	\$243,037.34	\$563,890.16	7,526.90	\$221,540.02	\$506,999.63	5,423.50	\$183,154.45	\$60
PW - Street Lighting	181.00	\$4,005.84	\$15,677.03	0.00	\$0.00	\$12,361.98	0.00	\$0.00	\$
PW - Street Services	5,977.00	\$167,241.01	\$331,499.42	4,428.00	\$130,788.69	\$258,663.73	3,160.50	\$95,095.20	\$22
Rec & Parks	4,680.70	106,520.79	\$318,838.80	2,925.00	68,774.38	323,424.99	4,400.80	101,844.67	\$34
Retirement (LACERS)	0.00	\$0.00	\$865.33	0.00	\$0.00	\$285.20	0.00	\$0.00	\$
Transportation	6,235.00	\$163,806.42	\$406,616.87	4,044.50	\$108,021.29	\$498,812.05	7,924.50	\$220,912.48	\$55
Treasury	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	
Zoo	1,445.00	\$35,692.65	\$81,630.64	2,358.50	\$60,330.79	\$47,116.59	1,445.00	\$39,629.02	\$4
<b>TOTALS</b>	<b>139,308.10</b>	<b>\$5,199,459.70</b>	<b>\$13,191,380.06</b>	<b>117,725.50</b>	<b>\$4,464,499.29</b>	<b>\$11,735,443.63</b>	<b>147,853.70</b>	<b>\$5,754,902.23</b>	<b>\$12.66</b>

**DEPARTMENTAL SUMMARY OF REASONABLE ACCOMMODATION REQUESTS  
FOURTH QUARTER, FY 2011-12**

Department	# of Requests	Granted	Denied*	Pending Cases as of 6/30/12
Aging	0	0	0	0
Airports	9	5	0	7
Animal Services	3	1	1	1
Building & Safety	0	0	0	0
CAO	0	0	0	0
CDD	0	0	0	0
CERS	0	0	0	0
City Attorney	0	0	0	0
City Clerk, CLA & Mayor's Office	0	0	0	0
Controller	0	0	0	0
Convention Center	0	0	0	0
Cultural Affairs	0	0	0	0
Department on Disability	0	0	0	0
El Pueblo	0	0	0	0
Emergency Preparedness	0	0	0	0
Employee Relations	0	0	0	0
Ethics	0	0	0	0
Finance	2	3	1	3
Fire Department	3	4	0	13
General Services	5	2	0	2
Harbor	0	0	0	3
ITA	1	1	0	0
L. A. Housing	0	2	0	0
Library	0	1	0	0
Neighborhood Empowerment	0	0	0	0
P/W Board/OMES	0	1	0	0
P/W Contract Administration	1	1	0	1
P/W Engineering	0	0	0	2
P/W Sanitation	2	4	0	19
P/W Street Lighting	0	0	0	0
P/W Street Services	2	7	4	11
Pensions	1	1	0	0
Personnel	0	0	0	0
Planning	1	0	0	2
Police	4	6	0	5
Recreation & Parks	8	3	3	4
Transportation	12	2	0	17
Water & Power	24	14	0	28
Zoo	0	0	0	0
<b>TOTALS</b>	<b>78</b>	<b>58</b>	<b>9</b>	<b>118</b>

\*Denied: Following Department/Bureau's attempts to accommodate, employee forwarded to Citywide Placement, or when Public Works, then forward to Public Works, Office of Management Employee Services.

## CITYWIDE PLACEMENT EFFORTS

DEPARTMENT	FY 2011-12 4th Quarter		
	New Searches	Resolved Placements	Pending Placement Cases as of 6/30/12
Aging	0	0	0
Airports	0	1	2
Animal Services	1	0	1
Building & Safety	0	0	0
CAO	0	0	0
CDD	0	0	0
CERS	0	0	0
City Attorney	0	0	0
City Clerk, CLA & Mayor's Office	0	0	0
Controller	0	0	0
Convention Center	0	0	1
Cultural Affairs	0	0	0
Dept On Disability	0	0	0
El Pueblo	0	0	0
Emergency Preparedness	0	0	0
Employee Relations	0	0	0
Ethics	0	0	0
Finance	0	0	0
Fire Department	0	0	1
General Services	0	1	7
Harbor	0	0	0
ITA	0	0	0
L. A. Housing	0	0	0
Library	0	0	1
Neighborhood Empowerment	0	0	0
P/W Board/OMES	0	0	0
P/W Contract Administration	0	0	0
P/W Engineering	0	0	0
P/W Sanitation	0	0	2
P/W Street Lighting	0	1	0
P/W Street Services	0	0	2
Pensions	0	0	0
Personnel	0	0	0
Planning	0	0	0
Police	0	0	0
Recreation & Parks	0	0	1
Transportation	0	0	0
Water & Power	0	0	0
Zoo	0	0	0
<b>TOTALS</b>	<b>1</b>	<b>3</b>	<b>18</b>