



REPORT
FROM

THE PERSONNEL
DEPARTMENT

TO: The Honorable Mayor and The Honorable Members of City Council

DATE
February 21, 2013

REFERENCE

COUNCIL FILE
12-0230

SUBJECT: Consolidated Reasonable Accommodation Report –Second Quarter FY 2012/2013

RECOMMENDATION: Receive and file.

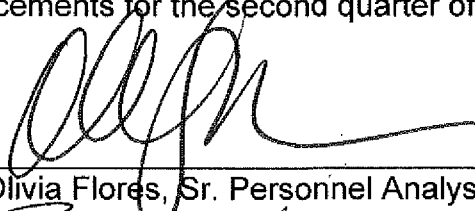
DISCUSSION: Attached is a comprehensive overview for the second quarter of FY 2012/2013 regarding the efforts of City departments in providing temporary modified duty for injured employees, reducing workers' compensation costs and reasonably accommodating employees with permanent work restrictions as 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 second quarter of FY 2012/2013, 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 2011/2012. A brief comparison of the second quarter data for FY 2012/2013 versus FY 2011/2012 shows that the current light duty hours worked decreased by 13,446; IOD saved decreased by \$292,094; and IOD spent decreased by \$672,792.


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 second quarter of FY 2012/2013.

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 second quarter of FY 2012/2013.

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' COMPENSATION IOD COSTS
FISCAL YEAR 2012-13 REPORT

| Department | 1st Quarter Jul - Sep (PP 1-7) | | | 2nd Quarter Oct - Dec (PP 8-13) | | | 3rd Quarter Jan - Mar (PP 14-20) | | | 4th Quarter Apr - Jun (PP 21-27) | | | Year End Totals | | |
|-------------------------|--------------------------------|-----------------------|------------------------|---------------------------------|-----------------------|------------------------|----------------------------------|---------------|---------------|----------------------------------|---------------|---------------|-----------------|---------------|---------------|
| | LD Hours | IOD Saved | IOD Spent | LD Hours | IOD Saved | IOD Spent | LD Hours | IOD Saved | IOD Spent | LD Hours | IOD Saved | IOD Spent | LD Hours | IOD Saved | IOD Spent |
| Aging | 0.00 | \$0.00 | \$162.30 | 0 | \$0.00 | \$0.00 | | | | | | | | | |
| Airports | 9,367.20 | \$241,852.17 | \$952,093.00 | 6,044.20 | \$158,657.76 | \$786,828.43 | | | | | | | | | |
| Animal Services | 2,082.90 | \$53,594.78 | \$52,196.30 | 1,508.30 | \$38,001.09 | \$78,714.77 | | | | | | | | | |
| Building & Safety | 987.00 | \$45,138.93 | \$65,544.04 | 685.00 | \$31,490.78 | \$80,441.43 | | | | | | | | | |
| City Attorney's Office | 0.00 | \$0.00 | \$63,577.47 | 0.00 | \$0.00 | \$32,025.52 | | | | | | | | | |
| CAO | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| City Clerk | 0.00 | \$0.00 | \$37,762.77 | 0.00 | \$0.00 | \$2,125.00 | | | | | | | | | |
| Coliseum - Sports Arena | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Controller | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Council | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Comm. Development | 0.00 | \$0.00 | \$33,186.71 | 0.00 | \$0.00 | \$16,235.85 | | | | | | | | | |
| Comm on Children | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Convention Center | 0.00 | \$0.00 | \$10,072.83 | 0.00 | \$0.00 | \$5,395.79 | | | | | | | | | |
| Cultural Affairs | 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 | | | | | | | | | |
| Environmental Affairs | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| El Pueblo | 0.00 | \$0.00 | \$0.00 | 121.00 | \$5,207.27 | \$1,700.76 | | | | | | | | | |
| Emp. Relations | 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 | | | | | | | | | |
| Ethics Comm. | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Fire Dept. Sworn | 10,840.00 | \$371,889.69 | \$3,533,374.23 | 7,729.00 | \$256,585.49 | \$2,953,602.58 | | | | | | | | | |
| Fire Dept. Civilian | 1,421.50 | \$44,313.71 | \$43,263.54 | 1,694.50 | \$51,494.23 | \$27,164.42 | | | | | | | | | |
| General Services | 3,465.00 | \$127,739.39 | \$455,701.92 | 2,293.50 | \$89,381.03 | \$312,497.05 | | | | | | | | | |
| Harbor Dept. | 1,271.00 | \$41,276.44 | \$289,601.72 | 543.00 | \$16,526.51 | \$234,516.89 | | | | | | | | | |
| Housing Dept. | 0.00 | \$0.00 | \$16,486.85 | 0.00 | \$0.00 | \$11,464.49 | | | | | | | | | |
| Human Relations | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Info. Technology | 737.50 | \$26,544.31 | \$74,337.48 | 412.40 | \$17,138.57 | \$36,114.54 | | | | | | | | | |
| Library | 0.00 | \$0.00 | \$25,968.43 | 0.00 | \$0.00 | \$27,539.53 | | | | | | | | | |
| Mayor's Office | 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 | | | | | | | | | |
| Office of Finance | 0.00 | \$0.00 | \$48,204.43 | 0.00 | \$0.00 | \$25,650.97 | | | | | | | | | |
| Pensions | 0.00 | \$0.00 | \$28,413.71 | 0.00 | \$0.00 | \$15,145.09 | | | | | | | | | |
| Personnel Dept. | 0.00 | \$0.00 | \$60,201.80 | 106.00 | \$3,694.10 | \$83,682.21 | | | | | | | | | |
| Planning Dept. | 0.00 | \$0.00 | \$766.20 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Police Dept. Sworn | 63,160.10 | \$2,989,894.30 | \$7,291,083.62 | 61,630.40 | \$2,874,392.97 | \$6,519,800.20 | | | | | | | | | |
| Police Dept. Civilian | 23,511.00 | \$861,980.63 | \$611,744.19 | 21,072.00 | \$748,833.36 | \$593,048.01 | | | | | | | | | |
| PW - Accounting | 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 | | | | | | | | | |
| PW - Contract Admin. | 0.00 | \$0.00 | \$1,432.60 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| PW - Engineering | 301.00 | \$14,285.70 | \$20,837.59 | 0.00 | \$0.00 | \$19,065.70 | | | | | | | | | |
| PW - BMES | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| PW - Sanitation | 8,371.50 | \$266,027.62 | \$651,604.97 | 5,357.00 | \$175,690.01 | \$620,821.35 | | | | | | | | | |
| PW - Street Lighting | 0.00 | \$0.00 | \$7,524.99 | 0.00 | \$0.00 | \$4,419.27 | | | | | | | | | |
| PW - Street Services | 5,165.00 | \$162,111.78 | \$493,123.98 | 3,943.00 | \$125,109.87 | \$361,177.63 | | | | | | | | | |
| Rec. & Parks | 6,056.50 | 159,992.67 | \$465,505.06 | 7,018.50 | \$179,685.84 | \$338,491.94 | | | | | | | | | |
| Retirement (LACERS) | 0.00 | \$0.00 | \$2,042.84 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Transportation | 6,148.00 | \$172,769.40 | \$424,847.41 | 3,163.20 | \$88,504.70 | \$347,805.88 | | | | | | | | | |
| Treasury | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Zoo | 1,031.50 | \$28,004.88 | \$29,623.25 | 449.00 | \$14,815.05 | \$12,351.82 | | | | | | | | | |
| TOTALS | 143,916.70 | \$5,607,416.40 | \$15,790,286.23 | 123,770.00 | \$4,875,208.63 | \$13,547,829.12 | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 |

TEMPORARY MODIFIED DUTY (LD) COST SAVINGS/WORKERS' COMPENSATION IOD COSTS
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 14-20) | | | 4th Quarter Apr - Jun (PP 21-26) | | | Year End Totals | | |
|------------------------|--------------------------------|-----------------------|------------------------|---------------------------------|-----------------------|------------------------|----------------------------------|---------------|---------------|----------------------------------|---------------|---------------|-----------------|---------------|---------------|
| | LD Hours | IOD Saved | IOD Spent | LD Hours | IOD Saved | IOD Spent | 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 | | | | | | | | | |
| Airports | 10,564.40 | \$261,100.43 | \$700,825.03 | 11,499.50 | \$327,789.90 | \$694,583.32 | | | | | | | | | |
| Animal Services | 694.20 | \$17,075.48 | \$26,445.71 | 481.00 | \$11,147.54 | \$21,544.44 | | | | | | | | | |
| Building & Safety | 1,987.50 | \$70,948.93 | \$61,362.47 | 1,548.00 | \$53,655.53 | \$41,616.89 | | | | | | | | | |
| City Attorney's Office | 0.00 | \$0.00 | \$27,439.22 | 0.00 | \$0.00 | \$29,267.65 | | | | | | | | | |
| CAO | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| City Clerk | 0.00 | \$0.00 | \$724.06 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Controller | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$8,893.20 | | | | | | | | | |
| Council | 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 | | | | | | | | | |
| Comm on Children | 0.00 | \$0.00 | \$0.00 | 1,123.90 | \$41,167.92 | \$0.00 | | | | | | | | | |
| Convention Center | 0.00 | \$0.00 | \$17,743.59 | 0.00 | \$0.00 | \$15,369.31 | | | | | | | | | |
| Cultural Affairs | 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 | | | | | | | | | |
| Environmental Affairs | 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 | | | | | | | | | |
| Emp. Relations | 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 | | | | | | | | | |
| Ethics Comm | 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 | | | | | | | | | |
| Fire Dept. Civilian | 2,192.50 | \$66,429.10 | \$48,406.35 | 815.00 | \$24,910.53 | \$28,615.34 | | | | | | | | | |
| General Services | 5,635.80 | \$165,042.07 | \$451,024.66 | 2,875.20 | \$86,226.99 | \$336,992.07 | | | | | | | | | |
| Harbor Dept. | 1,029.00 | \$42,434.55 | \$267,113.66 | 707.00 | \$29,352.68 | \$118,001.55 | | | | | | | | | |
| Housing Dept. | 198.00 | \$8,248.09 | \$37,053.57 | 202.00 | \$8,219.17 | \$7,728.61 | | | | | | | | | |
| Human Relations | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Info. Technology | 843.00 | \$29,167.13 | \$62,371.06 | 0.00 | \$0.00 | \$61,288.35 | | | | | | | | | |
| Library | 56.00 | \$980.03 | \$25,343.07 | 0.00 | \$0.00 | \$26,433.32 | | | | | | | | | |
| Mayor's Office | 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 | | | | | | | | | |
| Office of Finance | 195.00 | \$6,417.45 | \$23,374.48 | 93.00 | \$3,060.63 | \$26,893.23 | | | | | | | | | |
| Pensions | 0.00 | \$0.00 | \$10,643.37 | 0.00 | \$0.00 | \$0.00 | | | | | | | | | |
| Personnel Dept. | 0.00 | \$0.00 | \$56,988.60 | 259.00 | \$8,806.00 | \$29,300.31 | | | | | | | | | |
| Planning Dept. | 0.00 | \$0.00 | \$2,990.40 | 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 | | | | | | | | | |
| Police Dept. Civilian | 24,040.00 | \$836,814.17 | \$658,625.80 | 19,139.10 | \$671,273.20 | \$516,981.43 | | | | | | | | | |
| PW - Accounting | 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 | | | | | | | | | |
| PW - Contract Admin. | 0.00 | \$0.00 | \$29,916.56 | 0.00 | \$0.00 | \$33,995.53 | | | | | | | | | |
| PW - Engineering | 417.00 | \$13,821.41 | \$1,357.39 | 552.00 | \$19,763.09 | \$70,056.39 | | | | | | | | | |
| PW - BMES | 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 | | | | | | | | | |
| PW - Street Lighting | 0.00 | \$0.00 | \$14,268.86 | 4,867.00 | \$152,624.31 | \$10,844.85 | | | | | | | | | |
| PW - Street Services | 7,296.50 | \$220,131.63 | \$381,016.50 | 0.00 | \$0.00 | \$305,647.24 | | | | | | | | | |
| Rec. & Parks | 8,703.60 | \$226,515.54 | \$291,947.52 | 8,508.20 | \$200,910.41 | \$23,228.21 | | | | | | | | | |
| Retirement (LACERS) | 0.00 | \$0.00 | \$13,781.72 | 0.00 | \$0.00 | \$10,670.19 | | | | | | | | | |
| Transportation | 13,130.60 | \$359,059.18 | \$702,494.92 | 5,651.90 | \$154,933.71 | \$562,180.49 | | | | | | | | | |
| Treasury | 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 | | | | | | | | | |
| TOTALS | 162,399.30 | \$5,945,094.37 | \$14,958,145.89 | 137,216.10 | \$5,167,302.78 | \$14,220,621.77 | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 | 0.00 | \$0.00 | \$0.00 |

**DEPARTMENTAL SUMMARY OF REASONABLE ACCOMMODATION REQUESTS
SECOND QUARTER, FY 2012-13**

| Department | # of Requests | Granted | Denied* | Pending Cases as of 12/31/12 |
|----------------------------------|---------------|-----------|----------|------------------------------|
| Aging | 0 | 0 | 0 | 0 |
| Airports | 6 | 6 | 0 | 7 |
| Animal Services | 0 | 1 | 0 | 0 |
| Building & Safety | 1 | 1 | 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 | 1 | 0 | 0 | 1 |
| El Pueblo | 0 | 0 | 0 | 0 |
| Emergency Preparedness | 0 | 0 | 0 | 0 |
| Employee Relations | 0 | 0 | 0 | 0 |
| Ethics | 0 | 0 | 0 | 0 |
| Finance | 1 | 1 | 0 | 3 |
| Fire Department | 1 | 3 | 0 | 9 |
| General Services | 3 | 3 | 0 | 7 |
| Harbor | 0 | 2 | 0 | 2 |
| ITA | 1 | 1 | 0 | 2 |
| L. A. Housing | 0 | 0 | 0 | 0 |
| Library | 1 | 1 | 0 | 0 |
| Neighborhood Empowerment | 0 | 0 | 0 | 0 |
| P/W Board/OMES | 0 | 0 | 0 | 0 |
| P/W Contract Administration | 1 | 0 | 0 | 2 |
| P/W Engineering | 0 | 0 | 0 | 0 |
| P/W Sanitation | 0 | 9 | 3 | 5 |
| P/W Street Lighting | 0 | 0 | 0 | 0 |
| P/W Street Services | 3 | 2 | 1 | 4 |
| Pensions | 0 | 0 | 0 | 0 |
| Personnel | 1 | 1 | 0 | 0 |
| Planning | 0 | 0 | 0 | 2 |
| Police | 3 | 1 | 0 | 5 |
| Recreation & Parks | 8 | 2 | 0 | 8 |
| Transportation | 8 | 7 | 0 | 24 |
| Water & Power | 26 | 21 | 0 | 27 |
| Zoo | 0 | 0 | 0 | 0 |
| TOTALS | 65 | 62 | 4 | 108 |

*Denied: Following Department/Bureau's attempts to accommodate, employee forwarded to Citywide Placement, or when Public Works, then forward to Personnel Department, Liaison Services Bureau.

CITYWIDE PLACEMENT EFFORTS

| DEPARTMENT | FY 2012-13 2nd Quarter | | |
|----------------------------------|------------------------|---------------------|--|
| | New Searches | Resolved Placements | Pending Placement Cases as of 12/31/12 |
| Aging | 0 | 0 | 0 |
| Airports | 0 | 0 | 2 |
| Animal Services | 0 | 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 | 2 | 4 |
| 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 | 1 | 1 |
| P/W Street Lighting | 0 | 0 | 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 |
| TOTALS | 0 | 3 | 14 |