



REPORT
FROM

THE PERSONNEL
DEPARTMENT

TO: The Honorable Mayor and The Honorable Members of City Council	DATE December 6, 2013
REFERENCE	COUNCIL FILE 13-0052
SUBJECT: Consolidated Reasonable Accommodation Report –First Quarter FY 2013/2014	

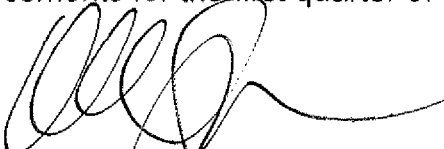
RECOMMENDATION: Receive and file.


DISCUSSION: Attached is a comprehensive overview for the first quarter of FY 2013/2014 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 first quarter of FY 2013/2014, 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 2012/2013. A brief comparison of the first quarter data for FY 2013/2014 versus FY 2012/2013 shows that the current light duty hours worked increased by 8,267; IOD saved increased by \$509,053; and IOD spent decreased by \$482,803.

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 first quarter of FY 2013/2014.

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 first quarter of FY 2013/2014.

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 2013-14 REPORT

Department	1st Quarter Jul - Sep (PP 1-3)			2nd Quarter Oct - Dec (PP 4-3)			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 Spent
Agging	10,952.00	\$263,020.52	\$1,067,820.52											
Animal Services	1,252.50	\$27,046.72	\$171,108.62											
Beating Street	\$46.00	\$6,603.03	\$16,665.62											
CA Admin - Office	0.00	\$0.00	\$59,511.38											
CA Admin - Office	0.00	\$0.00	\$2,712.22											
City Clerk	0.00	\$0.00	\$42.57											
Cost - Street Area	0.00	\$0.00	\$0.00											
Contract	0.00	\$0.00	\$0.00											
Council	0.00	\$0.00	\$0.00											
Comm. Development	207.00	\$4,819.50	\$39,655.47											
Comm on Children	0.00	\$0.00	\$0.00											
Congregation Center	0.00	\$0.00	\$1,033.66											
Cultural Affairs	0.00	\$0.00	\$0.00											
Disability	0.00	\$0.00	\$0.00											
Environmental Affairs	0.00	\$0.00	\$0.00											
Env. Planning	0.00	\$0.00	\$0.00											
Ethics Comm.	0.00	\$0.00	\$0.00											
Ethics Comm.	0.00	\$0.00	\$0.00											
Fire Dept. Sworn	6,676.00	\$273,399.97	\$3,224,603.47											
Fire Dept. Sworn	1,108.50	\$28,978.30	\$38,478.89											
General Services	7,358.50	\$237,306.14	\$745,565.98											
Harbor Dept.	986.00	\$28,016.02	\$204,653.07											
Housing Dept.	0.00	\$0.00	\$26,240.67											
Human Relations	0.00	\$0.00	\$0.00											
Info. Technology	1,280.00	\$45,194.52	\$29,188.24											
Library	341.60	\$11,877.32	\$41,976.92											
Mayor's Office	0.00	\$0.00	\$0.00											
Neighborhood Empl.	0.00	\$0.00	\$102,458.15											
Office of Finance	0.00	\$0.00	\$40,787.31											
Pensions	0.00	\$0.00	\$23,886.38											
Personnel Dept.	308.00	\$10,929.56	\$2,290.53											
Police Dept. Sworn	71,854.00	\$5,409,072.77	\$8,908,023.87											
Police Dept. Civilian	28,318.60	\$1,061,438.34	\$1,092,548.56											
Pvt. Accounting	0.00	\$0.00	\$0.00											
Pvt. Board of	0.00	\$0.00	\$0.00											
Pvt. Contract Admin	0.00	\$0.00	\$0.00											
Pvt. Contract Admin	54.00	\$2,742.65	\$16,946.55											
Pvt. Bikes	0.00	\$0.00	\$0.00											
Pvt. Sanitation	4,040.50	\$129,274.47	\$604,739.91											
Pvt. Street Lighting	28.00	\$828.63	\$4,359.78											
Pvt. Street Services	4,646.50	\$141,812.85	\$363,707.87											
Rec. & Parks	6,517.10	\$140,841.17	\$363,707.87											
Refuse (ACCESS)	0.00	\$0.00	\$1,841.94											
Refuse (ACCESS)	5,753.60	\$178,458.23	\$427,658.55											
Transportation	0.00	\$0.00	\$0.00											
Treasury	0.00	\$0.00	\$18,535.13											
Zoo	832.50	\$29,270.62	\$18,535.13											
TOTALS	182,103.90	\$6,116,488.37	\$15,307,483.32	0.00	\$0.00	\$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 2012-13 REPORT

Department	1st Quarter-Jul - Sep (p 1-7)			2nd Quarter-Oct - Dec (p 8-13)			3rd Quarter-Jan - Mar (p 14-20)			4th Quarter-Apr - Jun (p 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 Spent
Admin	0.00	\$0.00	\$162.30										0.00	\$0.00
Adm. Serv.	9,987.20	\$241,862.17	\$662,093.02											
Building & Safety	2,082.20	\$53,896.78	\$85,546.02											
City Manager's Office	987.00	\$46,136.83	\$83,577.42											
CAD	0.00	\$0.00	\$0.00											
City Clerk	0.00	\$0.00	\$37,762.77											
Costumer - Sports Area	0.00	\$0.00	\$0.00											
Council	0.00	\$0.00	\$0.00											
Comm. Development	0.00	\$0.00	\$3,166.71											
Comm. Serv. Children	0.00	\$0.00	\$10,972.83											
Convention Center	0.00	\$0.00	\$0.00											
Cultural Affairs	0.00	\$0.00	\$0.00											
Disability	0.00	\$0.00	\$0.00											
Endowment Affairs	0.00	\$0.00	\$0.00											
Est. Payable	0.00	\$0.00	\$0.00											
Emp. Relations	0.00	\$0.00	\$0.00											
Emp. Retirement	0.00	\$0.00	\$0.00											
Ethics Comm.	0.00	\$0.00	\$0.00											
Fire Dept. System	10,840.00	\$371,889.69	\$3,533,974.23											
Fire Dept. Civilian	1,421.50	\$44,313.71	\$43,363.54											
General Services	3,465.00	\$127,729.39	\$455,701.92											
Harbor Dept.	1,271.00	\$41,276.44	\$289,601.72											
Housing Dept.	0.00	\$0.00	\$16,486.85											
Human Relations	0.00	\$0.00	\$0.00											
Info. Technology	737.50	\$26,544.31	\$74,337.48											
Library	0.00	\$0.00	\$25,958.43											
Mayor's Office	0.00	\$0.00	\$0.00											
Neighborhood Imp.	0.00	\$0.00	\$0.00											
Office of Finance	0.00	\$0.00	\$40,904.43											
Pensions	0.00	\$0.00	\$28,413.73											
Personal Dept.	0.00	\$0.00	\$50,201.85											
Planning Dept.	0.00	\$0.00	\$368.20											
Police Dept. System	63,166.10	\$2,989,894.32	\$7,291,083.62											
Police Dept. Civilian	23,511.00	\$881,980.63	\$611,744.19											
PW - Accounting	0.00	\$0.00	\$0.00											
PW - Board of	0.00	\$0.00	\$0.00											
PW - Contract Admin.	0.00	\$0.00	\$1,432.69											
PW - Engineering	301.70	\$14,285.79	\$20,637.59											
PW - BYTES	0.00	\$0.00	\$0.00											
PW - Sanitation	0.00	\$266,027.62	\$651,604.97											
PW - Street Lighting	0.00	\$0.00	\$7,824.99											
PW - Street Services	5,165.00	\$182,111.78	\$493,123.98											
Rec. & Parks	6,056.00	\$159,992.67	\$465,605.05											
Retirement (ACERS)	0.00	\$0.00	\$2,042.84											
Transit/Portation	6,148.00	\$172,769.40	\$424,847.41											
Treasury	0.00	\$0.00	\$0.00											
TOTALS	143,916.70	\$5,607,416.40	\$16,730,285.23	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00

**DEPARTMENTAL SUMMARY OF REASONABLE ACCOMMODATION REQUESTS
FIRST QUARTER, FY 2013-14**

Department	# of Requests	Granted	Denied*	Pending Cases as of 9/30/13
Aging	1	1	0	0
Airports	4	1	0	6
Animal Services	1	1	0	0
Building & Safety	1	1	0	0
CAO	1	0	0	1
CERS	1	0	0	1
City Attorney	0	0	0	0
City Clerk, CLA & Mayor's Office	0	0	0	1
Controller	0	0	0	0
Convention Center	1	0	0	1
Cultural Affairs	0	0	0	0
Department on Disability	0	1	0	0
Economic & Workforce Development	0	0	0	0
El Pueblo	1	1	0	0
Emergency Management	0	0	0	0
Employee Relations	0	0	0	0
Ethics	0	0	0	0
Finance	0	0	0	1
Fire Department	7	6	0	11
General Services	3	2	0	3
Harbor	0	0	0	1
ITA	3	1	0	2
L. A. Housing & Community Investment	1	0	0	3
Library	3	2	0	1
Neighborhood Empowerment	0	0	0	0
P/W Board	0	0	0	0
P/W Contract Administration	0	0	0	2
P/W Engineering	0	0	0	0
P/W Sanitation	4	2	0	8
P/W Street Lighting	0	0	0	0
P/W Street Services	9	0	2	13
P/W Personnel-Liaison Services Bureau, Group 1	2	0	0	3
Pensions	0	0	0	0
Personnel	1	0	0	4
Planning	0	0	0	0
Police	4	4	0	9
Recreation & Parks	11	2	1	15
Transportation	6	4	0	26
Water & Power	30	20	0	26
Zoo	0	0	0	0
TOTALS	95	49	3	138

*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, Group 1.

CITYWIDE PLACEMENT EFFORTS

DEPARTMENT	FY 2013-14 First Quarter		
	New Searches	Resolved Placements	Pending Placement Cases as of 9/30/13
Aging	0	0	0
Airports	0	0	1
Animal Services	0	0	0
Building & Safety	0	0	0
CAO	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
Economic & Workforce Development	0	0	0
El Pueblo	0	0	0
Emergency Management	0	0	0
Employee Relations	0	0	0
Ethics	0	0	0
Finance	0	0	0
Fire Department	0	0	0
General Services	1	0	5
Harbor	0	0	0
ITA	0	0	0
L. A. Housing & Community Investment	0	0	0
Library	0	0	1
Neighborhood Empowerment	0	0	0
P/W Board	0	0	0
P/W Contract Administration	0	0	0
P/W Engineering	0	0	0
P/W Sanitation	0	0	1
P/W Street Lighting	0	0	0
P/W Street Services	0	0	2
P/W Personnel-Liaison Services Bureau, Group 1	0	0	0
Pensions	0	0	0
Personnel	0	0	0
Planning	0	0	0
Police	0	0	0
Recreation & Parks	0	0	1
Transportation	1	0	0
Water & Power	0	1	0
Zoo	0	0	0
TOTALS	2	1	12