



# CITY OF SACRAMENTO

44A

## DEPARTMENT OF PERSONNEL

801 NINTH STREET, ROOM 201  
SACRAMENTO, CALIF. 95814  
TELEPHONE (916) 449-5270

DONNA L. GILES  
DIRECTOR OF PERSONNEL

July 14, 1980

CITY MANAGER'S OFFICE  
**RECEIVED**  
JUL 15 1980

City Council  
Sacramento, California

Honorable Members in Session:

SUBJECT: Personnel Department's application for a grant under the Intergovernmental Personnel Act of 1970

### SUMMARY:

The Personnel Department has recently submitted an application for a \$24,154 Intergovernmental Personnel Act grant. If approved, the grant funds will be used to develop physical standards for each of the City's approximately 485 job classifications. The physical standards, will enable us to meet Rehabilitation Act of 1973 requirements, plus provide valuable information to be used in our inhouse rehabilitation program.

Due to time constraints, the application has been submitted prior to Council action. A copy of the grant proposal is on file in the City Clerk's Office for review.

This item was reviewed by the Budget and Finance Committee on July 14, 1980.

### BACKGROUND INFORMATION:

Section 504 of the Rehabilitation Act of 1973 states that handicapped individuals should not be discriminated against in any Federally assisted program because of their handicap. Furthermore, the California Labor Code and the California Administrative Code require certain rehabilitation services be provided to injured workers.

The Intergovernmental Personnel Act grant, would allow the employment of one individual to study and develop physical standards for each job classification. The physical standards would be used by the City Physician and others, as a means to determine whether a job applicant or an injured employee is physically capable of performing in a specific classification.

By the City Clerk  
Office of the City Clerk

JUL 18 1980



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SACRAMENTO, CALIF. 95814  
TELEPHONE (916) 449-5270

DONNA L. GILES  
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July 11, 1980

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JUL 14 1980

Budget and Finance Committee  
of the Sacramento City Council  
Sacramento, California

Honorable Members in Session:

SUBJECT: Personnel Department's application for a grant under the  
Intergovernmental Personnel Act of 1970

### SUMMARY:

The Personnel Department has recently submitted an application for a \$24,154 Intergovernmental Personnel Act grant. If approved, the grant funds will be used to develop physical standards for each of the City's approximately 485 job classifications. The physical standards, will enable us to meet Rehabilitation Act of 1973 requirements, plus provide valuable information to be used in our inhouse rehabilitation program.

Due to time constraints, the application has been submitted prior to Council action. Copy of the grant proposal is on file in the City Clerk's office for review. It is requested that the Budget and Finance Committee recommend to the Council, approval of the grant proposal.

### BACKGROUND INFORMATION

Section 504 of the Rehabilitation Act of 1973 states that handicapped individuals should not be discriminated against in any Federally assisted program because of their handicap. Furthermore, the California Labor Code and the California Administrative Code require certain rehabilitation services be provided to injured workers.

The Intergovernmental Personnel Act grant, would allow the employment of one individual to study and develop physical standards for each job classification. The physical standards would be used by the City Physician and others, as a means to determine whether a job applicant or a injured employee is physically capable of performing in a specific classification.

FISCAL IMPACT

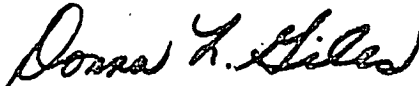
Federal	\$24,154
City Match*	<u>26,693</u>
Total Project Cost	\$50,847

\* the City match is already allocated funds and represents staff time, space, etc.

RECOMMENDATION

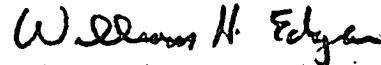
It is recommended that the Budget and Finance Committee request Council approval of the Personnel Department's request for a IPA grant.

Respectfully submitted,



Donna L. Giles  
Director of Personnel

Recommendation Approval:



Sec Walter J. Slupe  
City Manager



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TELEPHONE (916) 449-5270

DONNA L. GILES  
DIRECTOR OF PERSONNEL

July 11, 1980

William H. Randolph  
Director, IPA Program  
717 K Street, Suite 501  
Sacramento, CA 95814

Re: Application for a grant under the  
Intergovernmental Personnel Act of 1970

Dear Mr. Randolph:

Attached hereto, is the City of Sacramento's 1980 application for a Intergovernmental Personnel Act grant. As requested, there are two copies of the application enclosed, one with original signatures.

The basic purpose for our submitting this application, is that an IPA grant will allow us to study and define the physical and mental requirements for each of our 485 job classifications. With this information, we can improve our personnel management system by basing employment decisions on factual information rather than assumptions.

While developing the grant proposal we further reviewed the San Bernardino County Medical Standards Project - Final Report. The methodology and criteria used in San Bernardino County report has assisted us in getting our project developed, however, due to the difference in job classifications and the fact that their report was not entirely validated for our purposes, a separate review for Sacramento is needed.

This project if as successful as expected, could result in other agencies using this system for developing their physical standards. It is a low cost approach to solving a complex problem.

We look forward to your review of our application. Should you need additional information, please contact Margaret Allen at 449-5278.

Sincerely,

(Original Signed)

Donna L. Giles  
Director of Personnel

APPROVED:

(Original Signed)  
\_\_\_\_\_  
Walter J. Slipe  
City Manager