

INTRADEPARTMENTAL CORRESPONDENCE

15-0255 8C

August 17, 2015  
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POLICE COMMISSIONER

REVIEWED

**TO:** The Honorable Board of Police Commissioners

**FROM:** Chief of Police

*[Handwritten Signature]* 8/17/15  
POLICE COMMISSIONER

**SUBJECT:** INTERIM BUDGET REQUEST FOR FISCAL YEAR 2015/16

**RECOMMENDED ACTION**

1. That the Board of Police Commissioners AUTHORIZE the Department to submit an Interim Budget Request for additional employees to City Council. Personnel Division requires funding for the following new positions:
  - One Senior Personnel Analyst I
  - One Police Sergeant II
  - Eight Personnel Analysts II

**DISCUSSION**

Based on a recent audit conducted by the Controller, the Department spends a significant amount of City funds on Workers' Compensation (WC). One of the recommendations to reduce work-related injuries is an in-depth investigation on the reason of occurrence, which would include interviews and worksite visits. Current staffing only allows the Department to keep up with new and active cases while struggling to keep pace with the Department's Injury and Illness Prevention Program (IIPP).

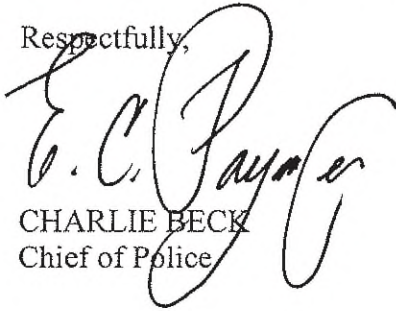
Three Personnel Analyst II positions will be added to the current Return to Work Section. Their assignments, among others, include providing temporary and permanent work restrictions to almost 2,000 employees at any given time and ensuring current medical status of almost 700 employees who are on long-term leave. These assignments require a lot of dedicated time to make sure all required documents are reviewed accurately. The current staffing of four analysts is insufficient to provide the best quality needed. Expanding Return to Work Section will ensure proper monitoring as suggested by the Controller's audit.

The remaining requested positions will be assigned to a new unit, Employee Risk Assessment Unit, in Medical Liaison Section. A new task force would allow a more comprehensive investigation to be conducted when a new WC claim is received, which is expected to reduce the amount of WC claims arising from the same issue.

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Postponing the request to Fiscal Year 2016/17 would result in more funds spent on preventable WC claims. If you have any questions, please contact Senior Personnel Analyst II Cherron Hill, Acting Commanding Officer, Personnel Division, at (213) 486-4650.

Respectfully,



CHARLIE BECK  
Chief of Police

BOARD OF  
POLICE COMMISSIONERS  
Approved AUG 18 2015  
Secretary

