

Management Committee

Meeting date: March 11, 2015

For the Metropolitan Council meeting of March 25, 2015

Subject: Approval of changes to the Metropolitan Council Policy, 4-2-2 Disability Management

District(s), Member(s): All

Policy/Legal Reference: 4 – Employees in the Workplace

Staff Prepared/Presented: Marcy Syman, Director of Human Resources, 651-602-1417

Division/Department: Human Resources

Proposed Action

That the Metropolitan Council approve changes to the Metropolitan Council Policy 4-2-2 Disability Management and eliminate Policy 4-10.

Background

Policies must be presented to the Council for approval and adoption.

Rationale

These policies have been in place since 1998. The Council has two inter-related policies: 4-2-2 Reasonable Accommodation and Workplace Adjustment and 4-10 Disability Management. Each policy has one implementing procedure. Human Resources and the Office of Equal Opportunity consulted with business unit management to create one new policy to guide two new procedures which clearly outline effective handling of reasonable accommodation that enable employees with disabilities to be able to work and when accommodations can't be made a clear path to be medically disqualified. Changes improve communication with employees, clarify the process and place emphasis on making accommodations so employees can work.

Before

POLICY 4-2-2 Reasonable Accommodation and Workplace Adjustments

Procedure 4-2a Requesting a Reasonable Accommodation or Workplace Adjustment

POLICY 4-10 Disability Management

Procedure 4-10a Disability Management

After

POLICY 4-2-2 Disability Management

Procedure 4-2-2a Disability Management: Reasonable Accommodation

Procedure 4-2-2b Disability Management: Medical Disqualification

Funding

Not Applicable

Known Support / Opposition

The policy and associated procedural changes have been brought before Council unions and revised based on union input.