

**Recommendations from the Advisory Panel on Employment of Persons with Disabilities - In Progress
06/19/2015**

Long Term
or Short
Term

1: High / 3:Low

LT or ST	Item #	Topic	Recommendations	Lead	Priority	Notes
ST	A1	Creating pathways	Invite SFUSD representative to attend the Advisory Panel meetings.	DHR	1	Completed
ST	A2	Outreach/Education	Develop a list of entry-level positions in the City.	DHR	1	Completed
ST	A3	Outreach/Education	Rename program from Rule 115 to something more positive and forward-leaning.	Advisory	1	Will poll at the 6/22 Meeting
ST	A4	Outreach/Education	Conduct a focus group of some City hiring managers to identify some reasons why not hiring people with disabilities in order to help address the outreach and educational resources necessary to encourage the hiring.	DHR	1	In progress
ST	A5	Outreach/Education	Brochure about Rule 115	DHR	1	Pending EEO Review
ST	A6	Outreach/Education	DHR website update	DHR	1	Pending EEO Review
ST	A7	Outreach/Education	Identify a few key departments to begin the outreach/training.	DHR	1	DSS, DPW, DPH already contacted
ST	A8	Outreach/Education	Prepare outreach and educational resources for Departments and hiring managers. 1 page – reasons to hire a person with a disability; Rule 115; address business need to hire quickly and recruitment issues; 1 page of hiring process	DHR	1	In progress
ST	B1	Outreach/Education	Conduct training sessions with Departments and hiring managers – both disability awareness, Rule 115 and any available resources/support services.	DHR	1	In progress
ST	B3	Outreach/Education	CBOs to reach out to DOR to deliver an annual training to job developers about getting a COD. Initial information to be delivered at an Advisory Panel meeting. DHR to coordinate.	CBO	1	DOR presentation at the 6/22 meeting
ST	E1	Outreach/Education	Utilize large events like the 25 th Anniversary of the ADA (July 1, 2015) and the US Conference of Mayors (June 19-22) to promote City Employment of People with Disabilities.	MOD	1	In progress

Recommendations from the Advisory Panel on Employment of Persons with Disabilities - For DHR Internal Discussion
06/19/2015

Long Term
or Short
Term

1: High / 3:Low

LT or ST	Item #	Topic	Recommendations	Lead	Priority	Notes
LT	A9	Outreach/Education	Produce a video highlighting City employees with disabilities and the work they do. To promote the individuals/departments (to see that people have the ability to do the job and to that departments are stepping up and doing the hiring).	MOD	3	Status To Be Determined with DHR Internal discussion
LT	B2	Outreach/Education	Conduct Windmills Training - To continue to raise awareness about working with persons with disabilities.	DHR	3	Status To Be Determined with DHR Internal discussion
ST	B4	Creating pathways	Conduct outreach/education to CBO job developers around Rule 115 and how to navigate the City's website and look for job openings.	DHR	1	Status To Be Determined with DHR Internal discussion
ST	C1	Outreach/Education	Incorporate something into 24-PLUS training for supervisors.	DHR	2	Status To Be Determined with DHR Internal discussion
ST	C2	Outreach/Education	Incorporate into any existing new employee orientation for supervisors/managers.	MOD	2	Status To Be Determined with DHR Internal discussion
ST	D	Creating pathways	Work on transitional internships. Develop internships for persons with disabilities to increase awareness/visibility about skills and work of persons with disabilities.	DHR	2	Status To Be Determined with DHR Internal discussion
ST	E2	Outreach/Education	Mayor's Challenge to hire people with disabilities (similar to Youth Challenge several years ago).	????	1	Status To Be Determined with DHR Internal discussion
ST	E3	Outreach/Education	Identify a person in each department to be the "champion" to encourage managers to hire persons with disabilities.	DHR/MOD	1	Status To Be Determined with DHR Internal discussion
LT	E4	Outreach/Education	One dedicated FTE for hiring of persons with disability	DHR/MOD	1	Status To Be Determined with DHR Internal discussion
ST	F	Outreach/Education	Develop a forum for CBOs to share information about the services the organization provides related to employment.	?	3	Status To Be Determined with DHR Internal discussion
LT	G1	Support to employee with disability	Establish an Affinity Group of City employees with Disabilities.	MOD	2	TBD
LT	G2	Support to employee with disability	Develop professional networking and mentorship relations. Also would help in retention of employees.	Affinity Group	2	TBD
ST	H	Outreach/Education	Annual Report on Rule 115 hires.	DHR	3	Status To Be Determined with DHR Internal discussion
LT	I	Rule Change	Discuss/Resolve the term "Severely" Disabled in Rule 115 and whether to change it.	Advisory	3	Status To Be Determined with DHR Internal discussion
LT	J	Rule Change	Review of drivers license requirements	DHR	3	Status To Be Determined with DHR Internal discussion
ST	K	Outreach/Education	Survey to current employees	DHR/MOD	2	Status To Be Determined with DHR Internal discussion
LT	L	Rule Change	Preference points for examinations - Will need a rule change or policy	DHR	3	Status To Be Determined with DHR Internal discussion