

DATE: June 5, 2006

**TO: CITY COUNCIL
BOARD OF EDUCATION**

**FROM: CITY MANAGER
SUPERINTENDENT OF SCHOOLS**

**SUBJECT: AGREEMENT BETWEEN PASADENA UNIFIED SCHOOL
DISTRICT AND THE CITY OF PASADENA REGARDING THE
PERFORMANCE BY PUSD OF PRE-EMPLOYMENT MEDICAL
EXAMINATIONS FOR CITY JOB APPLICANTS**

RECOMMENDATION

It is recommended that the City Council and Board of Education authorize the City Manager and Superintendent of Schools to enter into an annual agreement wherein Pasadena Unified School District medical staff will perform pre-employment medical examinations for City of Pasadena job applicants.

BACKGROUND

On February 27, 2006, the City Council approved eight initiatives in support of the City/PUSD joint study to identify potential savings, improved efficiencies and/or combined operations. At that meeting the City Manager indicated that additional projects would be brought forward as they were developed. This initiative is considered part of the Phase II joint study process.

Pre-employment Physicals

The City provides pre-employment physical exams to all prospective employees after a tentative job offer is made and accepted, to ensure that individuals are able to physically function in that position. Currently all components of the pre-employment physical exam are conducted by the Center for Occupational Health at Huntington Memorial Hospital. The current Huntington Memorial Hospital contract expires on December 30, 2006. Based on preliminary information, it is expected that the City's cost for pre-employment medical exams will increase in 2007.

06/05/2006
ITEM G.6.

The City is interested in transferring two of the eight types of pre-employment exams to PUSD. Preliminary discussions with PUSD have determined that PUSD has the staffing and equipment required to conduct Class I (General Office) and Class III (Physical Labor) exams.

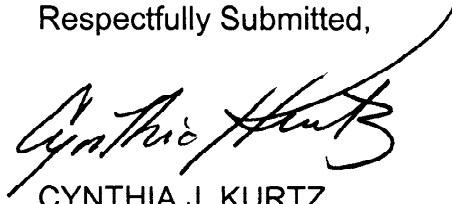
PUSD is not able to conduct drug screening or hepatitis B screening also required as part of the physicals. However, preliminary discussions with the Public Health Department have determined that they have the staffing and equipment to conduct the pre-employment drug screen and hepatitis B screening for the Class I and Class III physicals.

From the preliminary discussions, it appears that the arrangement utilizing the services of PUSD and the Public Health Department may provide a savings to the City.

FISCAL IMPACT

It is estimated that such an arrangement would result in an annual payment of approximately \$28,000 from the City to PUSD and an annual savings of approximately \$6,500 to the City.

Respectfully Submitted,



CYNTHIA J. KURTZ
City Manager
City of Pasadena



PERCY CLARK JR., Ph.D.
Superintendent
Pasadena Unified School District