

MEMORANDUM

DATE: April 5, 2023

TO: Personnel Officers

FROM: 
Michelle La Grandeur
Chief, Compliance Review Division

SUBJECT: IMPLEMENTATION OF ASSEMBLY BILL 1195 AND ITS IMPACT ON LEAP

On January 1, 2023, Assembly Bill (AB) 1195, which amended Government Code sections 19057.1 and 19242.2, became effective. This bill provides appointing authorities the option of requesting a LEAP-only eligibility list when seeking to fill positions by employment lists.

It is the policy of the State of California to encourage appointing authorities to recruit, hire and retain persons with disabilities when filling civil service positions. The Limited Examination and Appointment Program (LEAP) is a voluntary, competitive, and alternative method of hiring persons with disabilities for state employment.

Prior to the enactment of AB 1195, when appointing powers sought to fill vacant positions using employment lists, the California Department of Human Resources (CalHR) provided them with certified lists of names and addresses of all eligible candidates. If the vacancy was a LEAP eligible position, CalHR was required to provide a single certified list of eligible candidates (i.e., combining LEAP and non-LEAP candidates into one eligibility list).

In an effort to encourage the hiring of persons with disabilities, AB 1195 provides the option for appointing authorities to request from CalHR a referral list containing *only* the names of persons with disabilities who meet both the LEAP criteria and the minimum qualifications of the classification. Appointing powers may then use these specific lists to notify LEAP candidates of the opportunity to apply for a vacant position, to screen applications for candidates' eligibility, and to hire from among other eligible candidates whose names appear on the list(s).

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Appointing powers are encouraged to use LEAP referral lists when looking to hire qualified applicants.

Human Resources Manual Section 1107 – LEAP will soon be updated to reflect the options available to appointing authorities as a result of AB 1195.