File No	161246	Committee Item N	lo9					
		Board Item No						
	COMMITTEE/BOARD OF SUPERVISORS							
•	AGENDA PACKET CONTENTS LIST							
Committee	: Budget & Finance Commit	t <u>ee</u> Date	December 7, 2016					
Board of S	upervisors Meeting	Date	<b>M</b>					
Cmte Boa	ard							
	Motion Resolution Ordinance Legislative Digest Budget and Legislative A Youth Commission Repol Introduction Form Department/Agency Cove MOU Grant Information Form Grant Budget Subcontract Budget Contract/Agreement Form 126 – Ethics Comm Award Letter Application Public Correspondence	rt er Letter and/or Re	port					
OTHER	(Use back side if addition	nal space is neede	d)					
Completed by: Linda Wong Date December 2, 2016  Completed by: Linda Wong Date								
Completed	by: Linda vvong	Date						

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[Accept and Expend Grant - State Water Resources Control Board, Division of Water Quality Beach Safety Program - Public Beach Safety Grant Program - \$30,000]

Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$30,000 from the State Water Resources Control Board, Division of Water Quality Beach Safety Program, to participate in a program entitled "Public Beach Safety Grant Program" for the period of July 1, 2016, through June 30, 2017.

WHEREAS, The State Water Resources Control Board has determined that the San Francisco Department of Public Health (DPH) is eligible to receive funds from the Public Beach Safety Grant Program pursuant to United States Code, Title 33, Section 406; and

WHEREAS, With a portion of these funds, the State Water Resources Control Board has contracted with San Francisco Department of Public Health (DPH) in the amount of \$30,000 for the period of July 1, 2016 through June 30, 2017; and

WHEREAS, As a condition of receiving the grant funds, the State Water Resources Control Board requires the City and County to enter into an agreement (the "Agreement"), a copy of which is on file with the Clerk of the Board of Supervisors in File No. 161246; the execution of which is hereby authorized and declared to be a part of this resolution as if set forth fully herein; and

WHEREAS, The purpose of this project is to collect bay and ocean shoreline water samples weekly and transport to Millbrae lab for pathogen analysis; and

WHEREAS, An Annual Salary Ordinance amendment is not required as the grant partially reimburses DPH for four existing positions, one Manager IV (Job Class No. 0932) at .0007 FTE, one Senior Environmental Health Inspector (Job Class No. 6122) at .143 FTE, and one Junior Administrative Analyst (Job Class No. 1820) at .010 FTE, for the period of July 1, 2016, through June 30, 2017; and

WHEREAS, A request for retroactive approval is being sought because DPH did not receive notification of the award until after July 1, 2016, for a project start date of July 1, 2016; and

WHEREAS, The budget includes a provision for indirect costs in the amount of \$4,172; now, therefore, be it

WHEREAS, DPH will use these funds for activities related to the State Water Board's Public Beach Safety Grant Program; now therefore, be it

RESOLVED, That DPH is hereby authorized to accept and expend a grant retroactively in the amount of \$30,000 from the State Water Resources Control Board; and, be it

FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and expend the grant funds pursuant to San Francisco Administrative Code, Section 10.170-1; and, be it

FURTHER RESOLVED, That the Director of Health is authorized to enter into the Agreement, and any amendments, invoices, or any other documents related to or required for the administration of said Agreement on behalf of the City and County; and, be it

FURTHER RESOLVED, That the Director of Health is authorized to certify that DPH has and will comply with all applicable federal and state statutory and regulatory requirements related to any grant funds received.

**BOARD OF SUPERVISORS** 

**RECOMMENDED:** 

Barbara A. Garcia, MPA
Director of Health

APPROVED:

*.* Øffice of the Mayor

proffice of the Controller

File Number:(Provided by Clerk of Board of	Supervisors)	
•		<u>olution Information Form</u> ffective July 2011)
Purpose: Accompanies proposed E funds.	Board of Supervisors	s resolutions authorizing a Department to accept and expend grant
The following describes the grant re	eferred to in the acc	companying resolution:
1. Grant Title: Public Beach Safe	ety Grant Program	
2. Department: San Francisco De	epartment of Publi	c Health, Environmental Health Branch
3. Contact Person: Corey Chi	risman	Telephone: (415) 252-3849
4. Grant Approval Status (check or	ne):	
[X] Approved by funding a	agency	[ ] Not yet approved
5. Amount of Grant Funding Appro	oved or Applied for:	\$ 30,000
6 a. Matching Funds Required: <b>\$ 0</b> b. Source(s) of matching funds (if		
7 a. Grant Source Agency: <b>State W</b> b. Grant Pass-Through Agency (i		ntrol Board
8. Proposed Grant Project Summa lab for pathogen analysis.	ary: Collect bay an	d ocean shoreline water samples weekly & transport to Millbra
9. Grant Project Schedule, as allow	wed in approval doc	uments, or as proposed:
Start-Date: July 1, 2016	i	End-Date: <b>June 30, 2017</b>
10 a. Amount budgeted for contrac	tual services: \$ 0	
b. Will contractual services be p	ut out to bid? No	
c. If so, will contract services he requirements?	ip to further the goa	ls of the Department's Local Business Enterprise (LBE)
d. Is this likely to be a one-time	or ongoing request	for contracting out? Ongoing
11 a. Does the budget include indir	ect costs?	[X] Yes [ ] No
b1. If yes, how much? \$ \$4 b2. How was the amount calcula	<b>4,172.00</b> ated? <b>17 % of total</b>	personnel
c1. If no, why are indirect costs [ ] Not allowed by granting [ ] Other (please explain):		[ ] To maximize use of grant funds on direct services
c2. If no indirect costs are inclu	uded, what would ha	ave been the indirect costs?

- 12. Any other significant grant requirements or comments:
  - The grant requires that DPH submit quarterly progress reports detailing number of samples taken, number of postings required and any other concerns or importance affecting shoreline safety of beach goers.
  - Retroactive approval is sought because State grant funds are not calculated by July 1, 2016. The entire beach grant program, all coastal counties in California, is funded by both federal and state funds and the federal funds are calculated post July 1, 2016.

**GRANT CODE: HCEH15-1700** 

	**Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)						
	13. This Grant is intended for activities at (check all that apply):						
	[X] Existing Site(s) [ ] Existing Structure(s) [ ] Rehabilitated Site(s) [ ] Rehabilitated Structure(s) [ ] New Site(s) [ ] New Structure(s)						
	14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include but are not limited to:						
	1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;						
	2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;						
	3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.						
	If such access would be technically infeasible, this is described in the comments section below:						
	Comments:						
	Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:						
F	Matthew Valdez						
	(Name)						
	EEO Programs Manager, Office of Equal Employment Opportunity and Cultural Competency						
	(Title)						
	Date Reviewed:						
	(Signature Required)						
	Department Head or Designee Approval of Grant Information Form:						
	Barbara A. Garcia, MPA (Name)						
	Director of Health						
	(Title) Date Reviewed: 9/28/16						
	(Signature Required)						

Rev: 08-2014

### Beach Program 16/17 Budget Allocations County of San Francisco Exhibit B,

County of San Francisco Exhibit B,

C. AB 411 FY Line Item Budget (12 Month Budget)

July 1, 2016- June 30, 2017

Please Match Act	tual Contra	ct Budget	Amount		
		J			\$30,000
Personnel					
Position Title	Hourly Rate	<u> </u>	Approx Hours	Anı	nual Cost
San Francisco County Environmental Health		na na nagazina a sa			
Program Manager IV (#0922)	\$	89,48	14	\$	1,252.72
Sr. Env. Health Inspector (#6122)	\$	75.33	298	\$	22,448.34
Junior Administrative Analyst (#1820)	\$	39.34	21.5	\$	841.94
				\$	-
				\$	_
	- 11 -1 1			\$	-
				\$	-
Total Personnel (fringe benefits included in ra	ate)		333.5	\$	24,543.00
Actual Indirect Costs (Not to exceed 20%)		! ;	17%	\$	4,172.00
Operating Expense			nples below)	\$	-
Laboratory Costs	Samples	(	Cost Per Sample		
				\$	-
Travel (sample collection)	\$	0.5750	2234.5	\$	1,285.00
Vehicle (\$0.575 per mile @2,234.5 miles)					
		٦	Total .	\$	30,000.00

July 1, 2016- June 30, 2017

Please Show Projected 12 m	onth Full Prog	gram Cost E	Budget A	mοι	ınt
Personnel					
Position Title	Hourly Rate	Approx	Hours	Ann	ual Cost
San Francisco County Environmental Health					
Program Manager IV (#0922)	\$	89.48	14	\$	1,252.72
Sr. Env. Health Inspector (#6122)	\$	75.33	298	\$	22,448.34
Junior Administrative Analyst (#1820)	\$-	39.34	21.5	\$	845.81
				\$	_
				\$	-
				\$	-
				\$	-
Total Personnel (fringe benefits included in rate) 333.5		\$	24,546.87		
Actual Indirect Costs %	•		17%	\$	4,172.00
Operating Expense	(Supplies, deta	il lab samples b	elow)	\$	-
Laboratory Costs	Samples	Cost Pe	r Sample	\$	-
Travel (sample collection)					
Phones, PCs, rent, postage, travel (training	s) \$	0.575	2234.5	\$	1,284.84
Vehicle (\$0.575 per mile @2,234.5 miles)	*				,
		Total		\$	30,003.71

## - Budget Justification -Beach Water Quality and Monitoring (Grant Code HCEH15-1700)

#### A. Personnel

- 1. Salaries All salaries are budgeted at the top of the job classification.
  - i. Manager IV (#0932) has ultimate responsibility for all aspects of the project.
  - ii. Senior Environmental Health Inspector (#6122) will perform the beach water quality monitoring, posting, public notification, and will provide the water quality data.
  - iii. Junior Administrative Analyst (#1820) provides clerical support
- 2. Full Time Equivalents
  - i. Manager IV (#0932) = 0.007
  - ii. Senior Environmental Health Inspector (#6122) = 0.143
  - iii. Junior Administrative Analyst (#1820) = 0.010
- B. Total Personnel

Sum total of all personnel expenses including fringe benefits.

C. Operating Expense

N/A as these are supplied by lab.

D. Travel

Local Mileage: These are expenses that support staff in gas & car maintenance.

E. Indirect Costs

Based on 17% of personnel.





### **State Water Resources Control Board**

August 22, 2016

County of San Francisco Recreational Water Quality Program Attention: Corey Chrisman, REHS Senior Environmental Health Inspector 1390 Market Street, Suite 210 San Francisco, CA 94102

Re: Beach Monitoring Agreement for 2016/17

Djude

Dear Mr. Chrisman:

Please be advised that \$30,000 in beach monitoring funds from the State Water Resources Control Board, Division of Water Quality Beach Safety Program, has been allocated to County of San Francisco for the 2016/17 fiscal year. Grant Agreement No. D1614110, once executed, will have a start date of July 1, 2016, and an end date of June 30, 2017.

If you have any questions, please contact me at Michael. Gjerde@waterboards.ca.gov or telephone number (916) 341-5283.

Sincerely.

Michael Gjerde Grant Manager

Beach Safety Program Division of Water Quality

cc: Anna Perez, Program Analyst

# **City and County of San Francisco**

## **Department of Public Health**



Edwin M. Lee Mayor Barbara A. Garcia, MPA
Director of Health

TO:	Angela Calvillo, Clerk of the Board of Supervisors				
FROM:	Barbara A. Garcia, MPA Director of Health				
DATE:	September 27, 2016				
SUBJECT:	Grant Accept and Expend				
GRANT TITLE:	Public Beach Safety Grant Program- \$30,000				
Attached please fi	nd the original and 2 copies of ea	ch of the following:			
Proposed g	Proposed grant resolution, original signed by Department				
☐ Grant inform	Grant information form, including disability checklist -				
Budget and     Budget and	Budget and Budget Justification				
Grant applic	Grant application: Not Applicable. No application submitted.				
	Agreement / Award Letter				
Other (Expl	Other (Explain):				
Special Timeline Requirements:					
Departmental representative to receive a copy of the adopted resolution:					
Name: Richelle-Lynn Mojica Phone: 255-3555					
Interoffice Mail Address: Dept. of Public Health, Grants Administration for Community Programs, 1380 Howard St.					
Certified copy required Yes ☐ No ⊠					

### OFFICE OF THE MAYOR SAN FRANCISCO



TO:

Angela Calvillo, Clerk of the Board of Supervisors

FROM: For Mayor Edwin M. Lee

RE:

Accept and Expend Grant - Public Beach Safety Grant Program - \$30,000

DATE:

November 15, 2016

Attached for introduction to the Board of Supervisors is a resolution authorizing the San Francisco Department of Public Health to accept and expend retroactively a grant in the amount of \$30,000 from the State Water Resources Control Board, Division of Water Quality Beach Safety Program, to participate in a program entitled "Public Beach Safety Grant Program" for the period of July 1, 2016, through June 30, 2017.

I respectfully request that this item be calendared in Budget & Finance Committee on November 30, 2016.

Should you have any questions, please contact Nicole Elliott at (415) 554-7940.

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