

File No. 200378

Committee Item No. 6

Board Item No. 10

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date April 29, 2020

Board of Supervisors Meeting

Date May 5, 2020

### Cmte Board

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- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

### OTHER (Use back side if additional space is needed)

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Completed by: Linda Wong

Date April 24, 2020

Completed by: Linda Wong

Date \_\_\_\_\_

1 [Urging Flexible Incentive Pay and Testing for Frontline Non-Profit Workers During Public  
2 Health Emergency]

3 **Resolution urging City Departments to authorize additional funds and support to their**  
4 **contracted non-profit homeless service providers, including guaranteed free testing**  
5 **and incentive pay through increased contract amounts and flexible contract spending.**  
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7 WHEREAS, The City and County of San Francisco is currently experiencing an  
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14 WHEREAS, As outlined by the Shelter in Place Order No. C19-07, the San Francisco  
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17 and residential facilities and shelters for seniors, adults, and children are exempted from the  
18 Shelter in Place ordinance and are encouraged to still operate and provide essential services  
19 to the City and County of San Francisco; and

20 WHEREAS, Non-profit staff in the Homelessness Response System serve over 3,000  
21 vulnerable individuals and families in shelters and navigation centers, over 5,000 San  
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23 supportive housing, and countless other vulnerable clients through drop-in centers, access  
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1           WHEREAS, The essential services that non-profit organizations and their workers in  
2 the Homelessness Response System deliver are vital to the safety of our homeless  
3 neighbors, housed neighbors and our entire community; and

4           WHEREAS, The City has an enormous responsibility to take care of the workers who  
5 keep our essential services running and who must continue to work outside the home; and

6           WHEREAS, Among workers deemed essential, many reporting to work sites know they  
7 will not be able to social distance due to the nature of their work, putting their own lives at risk;  
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9           WHEREAS, While some of these workers earn competitive wages, the vast majority  
10 earn between \$16.50 and \$24.00 per hour per the City’s Minimum Compensation Ordinance  
11 for Contracts and Contract Amendments with Nonprofit Corporations, well below the local  
12 median wage; and

13           WHEREAS, Even in the midst of this crisis, these workers have been asked to continue  
14 their daily work tasks, sometimes with little to no additional Personal Protective Equipment,  
15 reduced public transportation options, a lack of guaranteed free testing or basic testing  
16 protocols in their workplace, and unclear guidance from local health officials to keep their  
17 facilities and staff safe; and

18           WHEREAS, As of April 13, 2020, there were already 10 known cases of homeless  
19 shelter staff testing positive for COVID-19, and more than 80 cases for homeless guests of  
20 shelters and Navigation Centers; and

21           WHEREAS, Staffing shortages have long been a barrier for the City’s non-profits, as  
22 organizations have struggled to pay competitive wages and their employees have to live  
23 further and further out of the City; and

1           WHEREAS, The increased risk of working directly with vulnerable populations during  
2 the pandemic has put a strain on non-profit operations, with some workers having to stay  
3 home to protect their own health and the health of their at-risk family members; and

4           WHEREAS, During this emergency, many non-profit employers are experiencing  
5 extreme challenges in maintaining adequate direct service staff, which has a negative effect  
6 on client care and safety; and

7           WHEREAS, As the City seeks to expand and shift its homeless services to prevent the  
8 rapid spread of COVID-19 in congregate settings and among the unsheltered population,  
9 staffing challenges have been cited as a top barrier, indicating the magnitude to which we rely  
10 on our frontline homeless response system staff for our collective health; and

11           WHEREAS, The San Francisco Human Services Agency (HAS) has reached out to its  
12 contracted non-profits citing “an urgent staffing need to support the City’s emergency  
13 operations during the COVID-19 pandemic“ and deploying “both City and non-profit staff as  
14 disaster service workers to support housing operations at hotels, congregate sites, and other  
15 housing arrangements we are securing for the most vulnerable San Franciscans;” and

16           WHEREAS, In the request for non-profit staff to be re-assigned as Disaster Service  
17 Workers, the memo from HSA further states that “To support staff deployed for this purpose,  
18 HSA will fund these essential positions at a rate of \$24 per hour,” with “Any differential  
19 between the \$24 per hour wage rate for this position and participating employees’ current  
20 hourly wage rates will be covered through your existing HSA contract—using contingency  
21 funding in your contract, as needed;” and

22           WHEREAS, Last month, the Los Angeles Homeless Services Authority (LAHSA), the  
23 lead agency in the Los Angeles County Continuum of Care, passed Enhanced Risk Service  
24 Delivery Procedures that authorized “Emergency Pay” for LAHSA essential personnel who  
25 provide security, operations management, front line support, cleaning and maintenance, and

1 supportive service delivery, and gave their funded contractors the discretion to increase hourly  
2 wages to necessitate continued delivery of services, not to exceed time and a half; and

3 WHEREAS, Non-profit service providers have taken on additional, unanticipated costs  
4 related to food for tenants, clients, and staff; transportation; janitorial services and cleaning  
5 supplies; laptops; and more, and many have already implemented incentive pay out-of-pocket  
6 without explicit agreement that the additional costs will be covered by their existing contracts;  
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8 WHEREAS, As of April 13, 2020, Department of Homelessness and Supportive  
9 Housing contract managers had reached out their contracted non-profits to augment service  
10 contracts one-off, and had allocated modest funding augmentation to select contracts,  
11 intended to give each organization the flexibility to address their need; and

12 WHEREAS, For many non-profits on the frontlines of the COVID and homelessness  
13 crisis, many of their janitors, desk clerks, maintenance techs, and resident support staff are  
14 not funded through City contracts through the Department of Homelessness and Supportive  
15 Housing; and

16 WHEREAS, San Francisco was recently given \$6.2M by the State of California for  
17 emergency homeless services support during COVID, allocated \$11M from the federal  
18 government via the CARES Act for homelessness, and also granted flexibility for its previously  
19 allocated Homeless Emergency Aid Program funds from the state by Executive Order from  
20 the Governor; and

21 WHEREAS, The Board of Supervisors already passed a Resolution urging the Mayor  
22 to require employers in large retail grocery, retail drug store, and food delivery services to  
23 offer expanded workers' rights package that includes hazard pay and access to personal  
24 protection equipment during the Coronavirus (COVID-19) emergency; now, therefore, be it  
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1 RESOLVED, That the San Francisco Board of Supervisors (“The Board”) reaffirms its  
2 commitment to front line workers employed in essential non-profit homeless services in order  
3 to ensure the health and well-being of the city from COVID-19; and, be it

4 FURTHER RESOLVED, That the Board urges the Department of Public Health to  
5 immediately expand free testing to all clients and on-site service workers in the homelessness  
6 response system, and to the extent possible provide free testing onsite, not only when there is  
7 a confirmed case in the worksite but also proactively before any cases are identified; and, be  
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9 FURTHER RESOLVED, The Board urges the Department of Public Health to conduct  
10 robust contact tracing in shelters and supportive housing sites, and publish a comprehensive  
11 plan to notify individuals and their worksite of test results; and, be it

12 FURTHER RESOLVED, That the Board urges the Department of Homelessness and  
13 Supportive Housing, Department of Public Health, and any other Department that contracts  
14 with non-profit organizations to provide homeless services, to explicitly authorize incentive pay  
15 as part of new contract flexibility rules; and, be it

16 FURTHER RESOLVED, That the Board urges the above-referenced Departments to  
17 further augment contracts with funds for incentive pay for all frontline service workers  
18 employed doing on-site, direct service work deemed essential by the City of San Francisco in  
19 homeless and community service shelters, navigation centers, outreach programs, supportive  
20 housing, drop in centers, homeless medical and respite programs, and the like; and, be it

21 FURTHER RESOLVED, That the Board urges the above-referenced Departments to  
22 include augmented funds for on-site employees of all Community Service and Homeless  
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24 in majority by the City and County of San Francisco, as all front line homeless service workers  
25 providing essential services are serving the community of San Francisco; and, be it

1           FURTHER RESOLVED, That the Board of Supervisors urges Mayor Breed to exercise  
2 her authority under Charter, Section 3.100.13 emergency powers clause to develop an  
3 emergency order that provides homelessness response system workers with expanded rights  
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6 passage to Mayor Breed, the Department of Homelessness and Supportive Housing, and  
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BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## MEMORANDUM

TO: Dr. Grant Colfax, Director, Department of Public Health  
Abigail Stewart-Khan, Interim Director, Department of Homelessness and Supportive Housing  
Sophia Kittler, Liaison to the Board of Supervisors, Office of Mayor Breed

FROM: John Carroll, Assistant Clerk, Government Audit and Oversight Committee, Board of Supervisors

DATE: April 22, 2020

SUBJECT: LEGISLATION INTRODUCED

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The Board of Supervisors' Government Audit and Oversight Committee has received the following proposed legislation, introduced by Supervisor Haney on April 14, 2020:

**File No. 200378**

**Resolution urging City Departments to authorize additional funds and support to their contracted non-profit homeless service providers, including guaranteed free testing and incentive pay through increased contract amounts and flexible contract spending.**

If you have any comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Greg Wagner, Department of Public Health  
Dr. Naveena Bobba, Department of Public Health  
Sneha Patil, Department of Public Health  
Dylan Schneider, Department of Homelessness and Supportive Housing  
Rebecca Peacock, Office of Mayor Breed  
Andres Power, Office of Mayor Breed



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# Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp  
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor  inquiries"
- 5. City Attorney Request.
- 6. Call File No.  from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No.
- 9. Reactivate File No.
- 10. Topic submitted for Mayoral Appearance before the BOS on

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

**Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.**

Sponsor(s):

Haney; Ronen, Preston

Subject:

Urging Flexible Incentive Pay And Testing For Frontline Non-Profit Workers During Public Health Emergency

The text is listed:

Resolution urging City Departments to authorize additional funds and support to their contracted non-profit homeless service providers including guaranteed free testing and incentive pay through increased contract amounts and flexible contract spending.

Signature of Sponsoring Supervisor:

For Clerk's Use Only

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The text is listed:

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Signature of Sponsoring Supervisor:

For Clerk's Use Only



## Wong, Linda (BOS)

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**From:** Carroll, John (BOS)  
**Sent:** Friday, April 24, 2020 3:34 PM  
**To:** Wong, Linda (BOS)  
**Subject:** FW: Please add Supervisor Walton to the following items (for today's BOS mtg) - File No. 200378

Below you can see how LEG added Walton.

JEC

---

**From:** Carroll, John (BOS)  
**Sent:** Tuesday, April 21, 2020 4:24 PM  
**To:** Somera, Alisa (BOS) <[alisa.somera@sfgov.org](mailto:alisa.somera@sfgov.org)>  
**Subject:** RE: Please add Supervisor Walton to the following items (for today's BOS mtg)

Thanks. Looks like LEG fixed it already.

JEC

---

**From:** Somera, Alisa (BOS) <[alisa.somera@sfgov.org](mailto:alisa.somera@sfgov.org)>  
**Sent:** Tuesday, April 21, 2020 3:19 PM  
**To:** Carroll, John (BOS) <[john.carroll@sfgov.org](mailto:john.carroll@sfgov.org)>  
**Subject:** FW: Please add Supervisor Walton to the following items (for today's BOS mtg)

FYI correction

### *Alisa Somera*

Legislative Deputy Director  
San Francisco Board of Supervisors  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102  
415.554.7711 direct | 415.554.5163 fax  
[alisa.somera@sfgov.org](mailto:alisa.somera@sfgov.org)



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**From:** BOS Legislation, (BOS) <[bos.legislation@sfgov.org](mailto:bos.legislation@sfgov.org)>  
**Sent:** Tuesday, April 21, 2020 3:16 PM  
**To:** BOS Legislation, (BOS) <[bos.legislation@sfgov.org](mailto:bos.legislation@sfgov.org)>; Gee, Natalie (BOS) <[natalie.gee@sfgov.org](mailto:natalie.gee@sfgov.org)>  
**Cc:** Somera, Alisa (BOS) <[alisa.somera@sfgov.org](mailto:alisa.somera@sfgov.org)>  
**Subject:** RE: Please add Supervisor Walton to the following items (for today's BOS mtg)

Take 3! Please see below for corrections in red.

**Lisa Lew**

San Francisco Board of Supervisors  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102  
T 415-554-7718 | F 415-554-5163  
[lisa.lew@sfgov.org](mailto:lisa.lew@sfgov.org) | [www.sfbos.org](http://www.sfbos.org)



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**Sent:** Tuesday, April 21, 2020 1:40 PM  
**To:** Gee, Natalie (BOS) <[natalie.gee@sfgov.org](mailto:natalie.gee@sfgov.org)>; BOS Legislation, (BOS) <[bos.legislation@sfgov.org](mailto:bos.legislation@sfgov.org)>  
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**Subject:** RE: Please add Supervisor Walton to the following items (for today's BOS mtg)

Hi Natalie,

Confirming that Supervisor ~~Preston~~ **Walton** has been added as a co-sponsor on the following files:

File No. 200378 [Urging Flexible Incentive Pay and Testing for Frontline Non-Profit Workers During Public Health Emergency]

Sponsors: Haney; Ronen, Preston, Walton

File No. 200381 [Urging Publication of Additional Data Sets]

Sponsors: Peskin; Yee, Haney, Preston, Walton

File No. 200383 [Encouraging San Francisco to Take Action to Prevent Child Abuse and Neglect During the COVID-19 Shelter in Place Order]

Sponsors: Safai; Stefani, Yee, Fewer, Mandelman, Preston, Walton

File No. 200385 [Urging Congress and Federal Executive Branch to Expediently Expand Economic Stimulus Bill - Ensure Equitable Solutions for Small Businesses and Nonprofits]

Sponsors: Yee; Mandelman, Preston, Fewer, Walton

These changes will be reflected on today's Board meeting minutes.

**Lisa Lew**

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**From:** Gee, Natalie (BOS) <[natalie.gee@sfgov.org](mailto:natalie.gee@sfgov.org)>  
**Sent:** Tuesday, April 21, 2020 1:23 PM  
**To:** BOS Legislation, (BOS) <[bos.legislation@sfgov.org](mailto:bos.legislation@sfgov.org)>  
**Subject:** Please add Supervisor Walton to the following items (for today's BOS mtg)

Hi BOS Leg Team,

Please add Supervisor Walton as a co-sponsor to the following items:

**200378 [Urging Flexible Incentive Pay and Testing for Frontline Non-Profit Workers During Public Health Emergency]**

Sponsors: Haney; Ronen and Preston

**200381 [Urging Publication of Additional Data Sets]**

Sponsors: Peskin; Yee

**200382 [Urging the City to Develop Options to Minimize Postmortem Body Handling Costs During the COVID-19 Crisis]**

Sponsors: Ronen; Haney

**200383 [Encouraging San Francisco to Take Action to Prevent Child Abuse and Neglect During the COVID-19 Shelter in Place Order]**

Sponsors: Safai; Stefani, Yee and Fewer

**200385 [Urging Congress and Federal Executive Branch to Expediently Expand Economic Stimulus Bill - Ensure Equitable Solutions for Small Businesses and Nonprofits]**

Sponsors: Yee; Mandelman

Thank you!

**Natalie Gee** 朱凱勤, Chief of Staff

Office of District 10 Supervisor Shamann Walton  
1 Dr. Carlton B. Goodlett Pl, San Francisco | Room 282  
**Direct:** 415.554.7672 | **Office:** 415.554.7670

*I am currently working from home due to COVID-19 Shelter-In-Place orders and will be most responsive by email.*