

From: [Kim, Kay \(DPH\)](#)
To: [Wong, Linda \(BOS\)](#)
Cc: [Wong, Greg \(DPH\)](#); [Somera, Alisa \(BOS\)](#); [Chin, Joe \(DPW\)](#)
Subject: RE: BOS File No. 201289 - Hazard Mitigation Grant Program, Castro Mission Health Center Seismic Upgrade - \$1,614,159.75
Date: Monday, December 7, 2020 10:57:31 AM

Hi Linda,

Hope you are doing well. Below is a detailed explanation on retroactive request. I will attend BOS meeting tomorrow. Thanks.

DPH is respectfully requesting the retroactive approval to accept and expend [BOS File No. 201289 - Hazard Mitigation Grant Program, Castro Mission Health Center Seismic Upgrade - \$1,614,159.75] to May 22, 2020.

History of fund application and award

In 2018, Office of resilient and capital planning informed DPH/DPW that Castro Mission Health Center Renovation project could possibly apply for CalOES/FEMA Hazard Mitigation Grant Program for seismic upgrade and fire life safety upgrade portion. Subsequently, the grant application was submitted to CalOES/FEMA by Office of Resilient and Capital Planning with the support of DPH/DPW in August 2018.

In May 26, 2020, CalOES emailed the FEMA approval notification with the grant period starting from May 22, 2020 through April 2, 2023, to Office of resilient and Capital Planning and then that email was forwarded to DPH/DPW.

Which city department is responsible for grant management?

Since there are three different city departments were involved on grant application, when the grant was approved, there was a confusion on which city department is responsible for the grant management and submitting Accept & Expend.

First, DPW started to work on Accept & Expend from June to August 2020. Then DPW notified DPH in September 2020, that since DPH has an ownership of Castro Mission Health Center property, DPH is responsible for grant management and submitting Accept & Expend.

Once DPH has started to prepare for Accept and Expend, DPH finance team needed to clarify a few items with DPW and CalOES in terms of missing CalOES agreement letter, reimbursement process and additional grant management cost.

As soon as these details were ironed out, DPH sent the legislation to the Mayor's office for introduction on November 17, 2020.

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From: Wong, Linda (BOS) <linda.wong@sfgov.org>
Sent: Monday, December 7, 2020 10:30 AM
To: Kim, Kay (DPH) <kay.kim@sfdph.org>
Cc: Wong, Greg (DPH) <greg.wong@sfdph.org>; Somera, Alisa (BOS) <alisa.somera@sfgov.org>
Subject: BOS File No. 201289 - Hazard Mitigation Grant Program, Castro Mission Health Center Seismic Upgrade - \$1,614,159.75

Hi Kay,

As you are aware, your following item was heard in Budget & Finance Committee on December 2, 2020, and forwarded to the full Board for consideration and approval on December 8, 2020:

- **File No. 201289** - Accept and Expend Grant - Retroactive - Federal Emergency Management Agency - California Office of Emergency Services - Hazard Mitigation Grant Program, Castro Mission Health Center Seismic Upgrade - \$1,614,159.75

This legislation authorizes a “retroactive” approval. Due to the full Board’s concerns regarding “retroactive” approvals, please make sure you - or a department representative - will be in attendance to answer any questions or concerns when the full Board considers this matter.

If you would like to provide a written explanation regarding the “retroactive” approval - or any other documentation or information, please forward to me and I will disseminate to the Members and include in the legislative file.

Thank you for your continued collaboration on the legislative process.

Best,

Linda Wong

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