



London Breed
Mayor

Department of Emergency Management

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Mary Ellen Carroll
Executive Director

To: Angela Calvillo, Clerk of the Board of Supervisors

From: Mary Ellen Carroll
Executive Director, Department of Emergency Management

Date: April 10, 2020

Re: **Use of the word “Retroactive” in Ordinance to Accept and Expend 2019 Regional Catastrophic Preparedness Grant Program (RCPGP) Award and amend Annual Salary Ordinance (ASO)**

The department is providing this memo for inclusion in the Board packet to explain the use of the word “retroactive” in the legislation.

The word “retroactive” was used because the grant performance period began prior to the approval of this legislation.

No work has been initiated, no staff has been hired, and no expenses have been incurred.

Until this legislation is approved, no activities on this grant will be performed by the Department of Emergency Management.