



Department of Emergency Management

1011 Turk Street, San Francisco, CA 94102

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London Breed
Mayor

Mary Ellen Carroll
Executive Director

November 20, 2020

Honorable Supervisor Sandra Lee Fewer
Budget and Finance Committee Chair
Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102

Linda Wong, Clerk
Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102

RE: Release of Budget and Finance Committee Reserve

In accordance with the provisions of the Adopted Annual Appropriation Ordinance number 165-20 for Fiscal Year ending June 30, 2021 and Fiscal Year ending June 30, 2022, I am hereby requesting release of the Budget and Finance Committee Reserve in the amount of \$7,762,051 appropriated for the City's COVID-19 response.

Since early 2020, the City has been actively working to protect the public and strengthening the health care network to respond to the coronavirus pandemic. On March 16, the City expanded the Emergency Operations Center (EOC) from DEM's Headquarters at 1011 Turk Street to the Moscone South Building at 747 Howard Street (COVID Command Center). This expansion was necessary to accommodate the sheer volume, approximately 500, of the City's essential workers assigned to roles within the command structure, but to also ensure social distancing between all City employees.

DEM is essential to the continued operation of the COVID Command Center. Priorities of the command center include reducing COVID transmission throughout San Francisco by ensuring the health and safety of vulnerable populations and essential workers, preparing for and responding to medical surge, incorporating community needs into response and planning, maintaining strategic public outreach campaigns, and coordinating with ongoing citywide needs. Given the City's response to the COVID-19 pandemic, DEM's FY 2020-21 & 2021-2022 budget included \$15.5M to address the expenses for temporary COVID Command staffing, Moscone South facility operations, and public messaging. The release of reserve will allow DEM to continue leading the citywide COVID-19 response.

Sincerely,

Will Lee for Mary Ellen Carroll

Mary Ellen Carroll
Executive Director

cc: Ashley Groffenberger, Acting Mayor's Budget Director
William Lee, DEM Deputy Director of Administration and Support