

File No. 210066

Committee Item No. 8

Board Item No. 6

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date: February 18, 2021

Board of Supervisors Meeting:

Date: March 2, 2021

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form                            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 126 – Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

#### OTHER

- |                          |                          |       |
|--------------------------|--------------------------|-------|
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |

Prepared by: John Carroll

Date: February 12, 2021

Prepared by: John Carroll

Date: February 26, 2021

Prepared by: John Carroll

Date: \_\_\_\_\_

1 [Settlement of Grievance - Service Employees International Union, Local 1021- \$54,167.32]

2

3 **Resolution approving settlement of the grievance by Service Employees International**  
4 **Union, Local 1021, against the City and County of San Francisco for \$54,167.32; the**  
5 **grievance was filed on June 27, 2019; the grievance involves an employment dispute**  
6 **under the Memorandum of Understanding.**

7

8 WHEREAS, On June 27, 2019, Service Employees International Union, Local 1021  
9 (“Union”), filed a grievance under the Memorandum of Understanding (“MOU”) between the  
10 City and County of San Francisco; and

11 WHEREAS, The Union filed the grievance (ERD No. 82-19-3653) on behalf Mary Jane  
12 Cabuag (“Grievant”), a nurse employed by the San Francisco Department of Public Health;  
13 and

14 WHEREAS, The grievance involves alleged reassignment and pay issues under the  
15 MOU; and

16 WHEREAS, The Department of Human Resources, and the Department of Public  
17 Health and the San Francisco Health Commission have recommended settlement of the  
18 grievance by payment of \$54,167.32; now, therefore, be it

19 RESOLVED, The Board of Supervisors hereby authorizes the City Attorney to settle  
20 and compromise the claim by payment of \$54,167.32 (subject to all applicable taxes and other  
21 withholdings) to Mary Jane Cabuag.

22

23

24

25

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

APPROVED:

DENNIS J. HERRERA  
City Attorney

/s/  
KATHARINE HOBIN PORTER  
Chief Labor Attorney

FUNDS AVAILABLE:

/s/ Michelle Allersma for Ben Rosenfield  
BEN ROSENFELD  
Controller

n:\labor\li2020\210167\01494592.docx

RECOMMENDED:

DEPARTMENT OF HUMAN RESOURCES

/s/  
CAROL ISEN  
Acting Human Resources Director

DEPARTMENT OF PUBLIC HEALTH

/s/  
DR. GRANT COLFAX  
Director of Public Health

SAN FRANCISCO HEALTH COMMISSION

/s/  
MARK MOREWITZ  
Secretary, Public Health Commission

## LEGISLATION RECEIVED CHECKLIST

Date 1/22/21 File Number (if applicable) \_\_\_\_\_

- Legislation for Introduction (**NEW**)                                   ▶▶▶ **Legislative Clerk**
- Legislation Pending in Committee (**AMENDED**)                   ▶▶▶ **Committee Clerk**
- Legislation for Board Agenda (**AMENDED**)                       ▶▶▶ **Deputy Clerk**

### **Supervisor, Mayor, and Departmental Submittals**

#### **Grant Ordinance**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
  - Cover letter (original)
  - Grant budget/application
  - Grant information form, including signed disability checklist
  - Letter of Intent or grant award letter from funding agency
  - Contract, Leases/Agreements (if applicable)
  - Ethics Form 126 (*if applicable*) in **Word** format
  - Other support documents *as identified in the cover letter and legislation*
- E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

#### **Ordinance**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** City Attorney (For Settlement of Lawsuits - City Attorney, Department Head, Controller, Commission Secretary)
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
  - Cover letter (original)
  - Settlement Report/Agreement (for settlements)
  - Other support documents *as identified in the cover letter and legislation*
- E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

#### **Grant Resolution**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
  - Cover letter (original)
  - Grant budget/application
  - Grant information form, including signed disability checklist
  - Letter of Intent or grant award letter from funding agency
  - Contract, Leases/Agreements (if applicable)
  - Ethics Form 126 (*if applicable*) in **Word** format
  - Other support documents *as identified in the cover letter and legislation*
- E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

#### **Resolution**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** None (Note: Required for Settlement of Claims - City Attorney, Department Head, Controller, Commission Secretary)
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
  - Cover letter (original)
  - Settlement Report/Agreement (for settlements)
  - Other support documents *as identified in the cover letter and legislation*
- E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

\_\_\_\_\_  
Name and Telephone Number

Joy Perez 415-554-3869

\_\_\_\_\_  
Department

City Attorney