

File No. 240692

Committee Item No. 2

Board Item No. \_\_\_\_\_

# COMMITTEE/BOARD OF SUPERVISORS

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Committee: Rules Committee

Date July 22, 2024

Board of Supervisors Meeting

Date \_\_\_\_\_

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

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Completed by: Victor Young

Date July 18, 2024

Completed by: \_\_\_\_\_

Date \_\_\_\_\_

1 [Initiative Ordinance - Administrative Code - First Responder Student Loan Forgiveness Fund]

2

3 **Motion ordering submitted to the voters at an election to be held on November 5, 2024,**  
4 **an Ordinance amending the Administrative Code to establish a First Responder**  
5 **Student Loan Forgiveness Fund for the purpose of paying outstanding student loans,**  
6 **and job-related educational and training expenses incurred while employed by the City,**  
7 **for employees who are sworn members of the Police Department, Fire Department, or**  
8 **Sheriff’s Department; paramedics; registered nurses; or 911 dispatchers, supervisors,**  
9 **or coordinators.**

10

11 MOVED, That the Board of Supervisors hereby submits the following ordinance to the  
12 voters of the City and County of San Francisco, at an election to be held on November 5,  
13 2024.

14

15 **Ordinance amending the Administrative Code to establish a First Responder Student**  
16 **Loan Forgiveness Fund for the purpose of paying outstanding student loans, and job-**  
17 **related educational and training expenses incurred while employed by the City, for**  
18 **employees who are sworn members of the Police Department, Fire Department, or**  
19 **Sheriff’s Department; paramedics; registered nurses; or 911 dispatchers, supervisors,**  
20 **or coordinators.**

21

22 NOTE: **Unchanged Code text and uncodified text** are in plain font.  
23 **Additions to Codes** are in *single-underline italics Times New Roman font*.  
24 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.  
25 **Asterisks (\* \* \* \*)** indicate the omission of unchanged Code subsections or parts of tables.

1 Be it ordained by the People of the City and County of San Francisco:

2  
3 Section 1. Article XIII of Chapter 10 of the Administrative Code is hereby amended by  
4 adding Section 10.100-72.5, to read as follows:

5 **SEC. 10.100-72.5. FIRST RESPONDER STUDENT LOAN FORGIVENESS FUND.**

6 (a) Establishment of Fund. The First Responder Student Loan Forgiveness Fund (the  
7 “Fund”) is hereby established as a category four fund to receive any monies appropriated or donated  
8 for the purpose of making student loan payments to or on behalf of Eligible Employees and reimbursing  
9 Eligible Employees for the costs of job-related education and training they receive during their City  
10 employment.

11 (b) Definitions. For the purpose of this Section 10.100-72.5, the following definitions shall  
12 apply:

13 “Covered Position” shall mean a sworn member of the Police Department, Fire Department, or  
14 Sheriff’s Department; paramedic; registered nurse; or 911 dispatcher, supervisor, or coordinator.

15 “Eligible Employee” shall mean a City employee who (1) was hired by the City on or after  
16 January 1, 2025 in a Covered Position or who transitioned into a Covered Position on or after January  
17 1, 2025, and (2) subsequently has worked full-time in a Covered Position for at least three consecutive  
18 years.

19 **(c) Use and Administration of the Fund.**

20 (1) Subject to any required meet and confer processes or bargaining with employee  
21 labor organizations, and after the Controller certifies that the Fund contains at least \$1,000,000, the  
22 Department of Human Resources (the “Department”) may establish a program under which the City  
23 may make payments to or on behalf of Eligible Employees to cover those employees’ outstanding  
24 student loans or to reimburse those employees for the costs of job-related education and training they  
25 receive during their City employment, up to a maximum of \$25,000 per Eligible Employee. The

1 Department shall adopt rules and procedures to govern the program, including but not limited to  
2 additional eligibility criteria consistent with this Section 10.100-72.5 for Eligible Employees,  
3 application processes, procedures for determining the amount of funds to pay to or on behalf of an  
4 Eligible Employee, procedures for disbursing funds, and plans for informing Eligible Employees about  
5 the program.

6 \_\_\_\_\_ (2) After consultation with the Controller, the Department shall approve all  
7 expenditures from the Fund, consistent with this Section 10.100-72.5 and the terms of any Memoranda  
8 of Understanding between the City and employee labor organizations.

9 (d) Amendments. Notwithstanding the provisions of Charter Section 14.101, the Board of  
10 Supervisors by ordinance may amend or repeal this Section 10.100-72.5.

11  
12 APPROVED AS TO FORM:  
13 DAVID CHIU, City Attorney  
14

15 By: /s/ \_\_\_\_\_  
16 JON GIVNER  
17 Deputy City Attorney

18 n:\legana\as2024\2400417\01765712.docx

## LEGISLATIVE DIGEST

[Initiative Ordinance - Administrative Code - First Responder Student Loan Forgiveness Fund]

**Motion ordering submitted to the voters at an election to be held on November 5, 2024, an Ordinance amending the Administrative Code to establish a First Responder Student Loan Forgiveness Fund for the purpose of paying outstanding student loans, and job-related educational and training expenses incurred while employed by the City, for employees who are sworn members of the Police Department, Fire Department, or Sheriff's Department; paramedics; registered nurses; or 911 dispatchers, supervisors, or coordinators.**

### Existing Law

The City currently does not have a specific fund into which the Board of Supervisors and the Mayor can appropriate money, or receive donations, to support the costs of a program to provide payments to cover City employees' student loans or job-related educational and training expenses, except where those expenses are reimbursable under labor agreements with employee unions or under existing City reimbursement policies. Current labor agreements between the City and employee labor organizations, which govern City employee benefits, do not require the operation of such a program.

### Amendments to Current Law

The proposed initiative ordinance would establish a new fund. The Board of Supervisors and the Mayor could appropriate money into the fund in the future, or the City could receive donations to the fund in the future. Once the fund contains \$1,000,000, and after any necessary amendments to the City's labor agreements with employee unions, the Department of Human Resources could make payments from the fund to cover outstanding student loans or reimburse the costs of job-related education and training for the following City employees: sworn members of the Police Department, Fire Department, or Sheriff's Department; paramedics; registered nurses; and 911 dispatchers, supervisors, or coordinators. The Department of Human Resources could adopt rules and procedures for the program, but payments would be limited to a maximum of \$25,000 per employee.

The initiative ordinance does not create or require a loan forgiveness program or an education and training payment program, and it does not appropriate money for such a program. Any such program would need to be consistent with the terms of any labor agreements between the City and employee unions.

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. (415) 554-5184  
Fax No. (415) 554-5163  
TDD/TTY No. (415) 554-5227

## MEMORANDUM

TO: Greg Wagner, City Controller, Office of the Controller

FROM: Victor Young, Assistant Clerk, Rules Committee  
Board of Supervisors

A handwritten signature in cursive script that reads "Victor Young".

DATE: June 24, 2024

SUBJECT: INITIATIVE ORDINANCE INTRODUCED  
November 5, 2024, Election

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The Board of Supervisors' Rules Committee has received the following matter for the November 5, 2024, Election. This matter is being **referred** to you in accordance with Rules of Order 2.22.3.

File No. 240692 (ver1)

Motion ordering submitted to the voters at an election to be held on November 5, 2024, an Ordinance amending the Administrative Code to establish a First Responder Student Loan Forgiveness Fund for the purpose of paying outstanding student loans, and job-related educational and training expenses incurred while employed by the City, for employees who are sworn members of the Police Department, Fire Department, or Sheriff's Department; paramedics; registered nurses; or 911 dispatchers, supervisors, or coordinators.

Please review and prepare a financial analysis of the proposed measure prior to the first Rules Committee hearing.

If you have any questions or concerns, please call me at (415) 554-7723 or email: victor.young@sfgov.org. To submit documentation, please email or forward to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Todd Rydstrom, Office of the Controller  
Natasha Mihal, Office of the Controller  
Janice Levy, Office of the Controller

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## MEMORANDUM

TO: Carol Isen, Director, Department of Human Resources

FROM: Victor Young, Assistant Clerk, Rules Committee *Victor Young*  
Board of Supervisors

DATE: June 24, 2024

SUBJECT: LEGISLATION INTRODUCED – MEET AND CONFER DETERMINATION

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The Board of Supervisors' Rules Committee has received the following matter. This matter is being **referred** to you as it may require the Department of Human Resources to fulfill "**Meet and Confer**" requirements. Please review, assess the impact and provide proper noticing as required and report back to on the status of the "Meet and Confer" requirement.

File No. 240692 (ver1)

Motion ordering submitted to the voters at an election to be held on November 5, 2024, an Ordinance amending the Administrative Code to establish a First Responder Student Loan Forgiveness Fund for the purpose of paying outstanding student loans, and job-related educational and training expenses incurred while employed by the City, for employees who are sworn members of the Police Department, Fire Department, or Sheriff's Department; paramedics; registered nurses; or 911 dispatchers, supervisors, or coordinators.

If you have any questions or concerns, please call me at (415) 554-7723 or email: victor.young@sfgov.org. To submit documentation, please email or forward to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

\*\*\*\*\*

**RESPONSE FROM THE DEPARTMENT OF HUMAN RESOURCES - Date: \_\_\_\_\_**

**Meet and Confer requirement has been fulfilled.**  **Meet and Confer requirement not applicable.**  **Additional information attached.**

*Mawuli Tugbenyoh*  
\_\_\_\_\_  
**Department of Human Resources**

c: Mawuli Tugbenyoh, Department of Human Resources  
Aliya Chisti, Department of Human Resources



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## MEMORANDUM

TO: Tom Paulino, Liaison to the Board of Supervisors, Mayor's Office  
Anne Pearson, Deputy City Attorney, Office of the City Attorney  
John Arntz, Director, Department of Elections  
Patrick Ford, Executive Director, Ethics Commission

FROM: Victor Young, Assistant Clerk, Rules Committee  
Board of Supervisors

A handwritten signature in black ink that reads "Victor Young".

DATE: June 24, 2024

SUBJECT: CHARTER AMENDMENT INTRODUCED  
November 5, 2024

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The Board of Supervisors' Rules Committee has received the following matter for the November 5, 2024, Election. This matter is being **referred** to you in accordance with Rules of Order 2.22.4.

File No. 240692 (ver1)

Motion ordering submitted to the voters at an election to be held on November 5, 2024, an Ordinance amending the Administrative Code to establish a First Responder Student Loan Forgiveness Fund for the purpose of paying outstanding student loans, and job-related educational and training expenses incurred while employed by the City, for employees who are sworn members of the Police Department, Fire Department, or Sheriff's Department; paramedics; registered nurses; or 911 dispatchers, supervisors, or coordinators.

Please review and submit any reports or comments you wish to be included with the legislative file.

If you have any questions or concerns, please call me at (415) 554-7723 or email: victor.young@sfgov.org. To submit documentation, please forward to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Michael Canning, Ethics Commission  
Andres Power, Mayor's Office

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MEMORANDUM

Date: June 24, 2024
To: Planning Department / Commission
From: Victor Young, Clerk of the Rules Committee
Subject: Board of Supervisors Legislation Referral - File No. 240692
Initiative Ordinance - Administrative Code - First Responder Student Loan Forgiveness Fund

- California Environmental Quality Act (CEQA) Determination
Ordinance / Resolution
Ballot Measure
Amendment to the Planning Code, including the following Findings:
Amendment to the Administrative Code, involving Land Use/Planning
General Plan Referral for Non-Planning Code Amendments
Historic Preservation Commission

Please send the Planning Department/Commission recommendation/determination to Victor Young at Victor.Young@sfgov.org.