



# San Francisco Department of Public Health

Daniel Tsai  
Director of Health

City and County of San Francisco  
Daniel Lurie  
Mayor

## Memorandum

**To:** Honorable Members of the Board of Supervisors

**From:** San Francisco Department of Public Health

**Date:** Thursday, January 8, 2026

**RE:** **Retroactivity re: File 251185**

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This Resolution seeks authorization for the Department of Public Health (DPH) to retroactively accept and expend a gift from Epic Systems Corporation (ESC). the California Department of Public Health for COVID-19 test kits.

This gift accept and expend is retroactive because notice of the gift after the pre-determined project start period of the FY 24-25 fiscal year. DPH received notice of the gift on July 31, 2025, after the end of the 24-25 fiscal year. DPH then brought this item to the Controller's Office for review and approval. The Controller's Office approved the item on August 26, 2025, and sent the item to the Health Commission for approval. The Health Commission provided approval on October 20, 2025. The Controller's Office forwarded the packet to the Mayor's Office on November 13, 2025. The packet received final approval from the Mayor's Budget Office on November 18, 2025, and was introduced to the Board of Supervisors on December 2, 2025.

We respectfully request retroactive authorization for this item. Please contact Lily Conover, SFDPH Controller, at [lily.conover@sfdph.org](mailto:lily.conover@sfdph.org) for any questions about this request for retroactive authorization.