

BOARD of SUPERVISORS



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

MEMORANDUM

TO: Micki Callahan, Director, Department of Human Resources

FROM: Victor Young, Assistant Clerk *Victor Young*
Rules Committee

DATE: September 25, 2020

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Rules Committee received the following proposed legislation:

File No. 201005

Ordinance amending the Administrative Code to amend the Regional Disaster Employee Support Program to cover employees regularly assigned to work at City facilities located in Tuolumne, Stanislaus and San Joaquin counties.

If you have comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: victor.young@sfgov.org.

c: Mawuli Tugbenyoh, Human Resources
Carol Isen, Human Resources



City and County of San Francisco

Master Report

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 201005 **File Type:** Ordinance **Status:** Pending Committee Action

Enacted: _____ **Effective:** _____

Version: 1 **In Control:** Rules Committee

File Name: Administrative Code - Amending Regional Disaster Employee Support Program **Date Introduced:** 09/01/2020

Requester: _____ **Cost:** _____ **Final Action:** _____

Comment: _____ **Title:** Ordinance amending the Administrative Code to amend the Regional Disaster Employee Support Program to cover employees regularly assigned to work at City facilities located in Tuolumne, Stanislaus and San Joaquin counties.

Sponsor: Mayor

History of Legislative File 201005

Ver	Acting Body	Date	Action	Sent To	Due Date	Result
1	President	09/01/2020	ASSIGNED	Rules Committee		
<i>9/3/20 - President Yee waived the 30-day rule pursuant to Board Rule No. 3.22.</i>						

1 [Administrative Code - Amending Regional Disaster Employee Support Program]

2

3

Ordinance amending the Administrative Code to amend the Regional Disaster

4

Employee Support Program to cover employees regularly assigned to work at City

5

facilities located in Tuolumne, Stanislaus and San Joaquin counties.

6

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.

7

Additions to Codes are in *single-underline italics Times New Roman font*.

8

Deletions to Codes are in *strikethrough italics Times New Roman font*.

9

Board amendment additions are in double-underlined Arial font.

10

Board amendment deletions are in ~~strikethrough Arial font~~.

11

Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

12

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

13

Section 1. The Administrative Code is hereby amended by revising Section 16.8(c) to read as follows:

14

(c) Definitions. For purposes of this Section 16.8, the following definitions apply:

15

“Employee” shall mean a full or part-time employee of the City appointed to a position with a regular work schedule.

16

“Paid Release Time” shall mean up to 80 hours of paid time off work. Not every

17

Regional Disaster will warrant 80 hours of Paid Release Time, and eligible employees will not

18

all receive the same amount of Paid Release Time. The criteria set by the Human Resources

19

Director or designee under subsection (e)(1) will determine which employees are eligible for

20

Paid Release Time and the amount of Paid Release Time they may receive under the

21

Program, subject to approval by their Appointing Officer or designee.

22

“Regional Disaster” is an event that meets all of the following criteria: it (1) (A) occurs in

23

one or more of the nine Bay Area counties (Alameda, Contra Costa, Marin, Napa, San

24

Francisco, San Mateo, Santa Clara, Solano, and Sonoma) or (B) occurs in Tuolumne, Stanislaus

1 and San Joaquin counties; (2) involves a natural disaster such as an earthquake, flood, or fire, or
2 a man-made disaster such as a terrorist attack; and (3) (A) temporarily or permanently
3 displaces City employees from their primary residences in counties listed in criterion (1)(A) or
4 otherwise directly and significantly affects ~~their~~ those employees' ability to report to work or
5 perform their duties as City employees; or (B) for City employees regularly assigned to work at
6 City facilities in counties listed in criterion (1)(B), temporarily or permanently displaces those
7 employees from their primary residence in those counties or otherwise directly and significantly affects
8 their ability to report to work or perform their duties as City employees.
9

10 Section 2. Effective Date. This ordinance shall become effective 30 days after
11 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
12 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
13 of Supervisors overrides the Mayor's veto of the ordinance.
14

15 Section 3. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors
16 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,
17 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal
18 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment
19 additions, and Board amendment deletions in accordance with the "Note" that appears under
20 the official title of the ordinance.

21 APPROVED AS TO FORM:
22 DENNIS J. HERRERA, City Attorney

23 By: /s/
24 KATHARINE HOBIN PORTER
25 Chief Labor Attorney

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From: [Peacock, Rebecca \(MYR\)](#)
To: [BOS Legislation, \(BOS\)](#); [PORTER, KATHARINE \(CAT\)](#)
Cc: [Kittler, Sophia \(MYR\)](#); [Tugbenyoh, Mawuli \(HRD\)](#)
Subject: Mayor -- [Ordinance] -- [Administrative Code - Amending Regional Disaster Employee Support Program]
Date: Tuesday, September 1, 2020 4:51:25 PM
Attachments: [1. 01474070.DOCX](#)

Attached for introduction to the Board of Supervisors is an **ordinance amending the Administrative Code to amend the Regional Disaster Employee Support Program to cover employees regularly assigned to work at City facilities located in Tuolumne, Stanislaus and San Joaquin counties.**

[@PORTER, KATHARINE \(CAT\)](#), can you please reply-all to this email to indicate your approval?

Thanks!

Please let me know if you have any questions.

Rebecca Peacock ([they/she](#))
(415) 554-6982 | Rebecca.Peacock@sfgov.org
Office of Mayor London N. Breed
City & County of San Francisco

From: [Porter, Katharine \(CAT\)](#)
To: [Peacock, Rebecca \(MYR\)](#); [BOS Legislation, \(BOS\)](#)
Cc: [Kittler, Sophia \(MYR\)](#); [Tugbenyoh, Mawuli \(HRD\)](#)
Subject: RE: Mayor -- [Ordinance] -- [Administrative Code - Amending Regional Disaster Employee Support Program]
Date: Tuesday, September 1, 2020 5:40:39 PM

I approve electronically per COVID19 emergency procedures.

Thank you.

Katie Porter
Chief Labor Attorney
Office of San Francisco City Attorney Dennis J. Herrera
1390 Market Street, 5th Floor
San Francisco, CA 94102
Tel: (415) 554-3896

*****Confidentiality Notice*****

This electronic message transmission contains information that may be confidential or protected by the attorney-client privilege and/or the attorney work product doctrine. If you are not the intended recipient, any disclosure, copying, distribution or use of the content of this information is prohibited. If you have received this communication in error, please notify me immediately by email and delete the original message.

From: Peacock, Rebecca (MYR) <rebecca.peacock@sfgov.org>
Sent: Tuesday, September 1, 2020 4:51 PM
To: BOS Legislation, (BOS) <bos.legislation@sfgov.org>; Porter, Katharine (CAT) <Katharine.Porter@sfcityatty.org>
Cc: Kittler, Sophia (MYR) <sophia.kittler@sfgov.org>; Tugbenyoh, Mawuli (HRD) <mawuli.tugbenyoh@sfgov.org>
Subject: Mayor -- [Ordinance] -- [Administrative Code - Amending Regional Disaster Employee Support Program]

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To: [Peacock, Rebecca \(MYR\)](#); [BOS Legislation, \(BOS\)](#); [PORTER, KATHARINE \(CAT\)](#)
Cc: [Kittler, Sophia \(MYR\)](#); [McHale, Maggie \(HRD\)](#)
Subject: RE: Mayor -- [Ordinance] -- [Administrative Code - Amending Regional Disaster Employee Support Program]
Date: Tuesday, September 1, 2020 4:56:22 PM
Attachments: [image001.png](#)

This looks good. Thank you, Rebecca.

Can you also include a request for a thirty day waiver? The due date on the applications is October 31.

Regards,



Mawuli Tugbenyoh 杜本樂

[He, Him, His]

Chief of Policy

Department of Human Resources

One South Van Ness Ave., 4th Floor

San Francisco, CA 94103

Phone: (415) 551-8942

Website: www.sfdhr.org

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Sent: Tuesday, September 1, 2020 4:51 PM
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Cc: Kittler, Sophia (MYR) <sophia.kittler@sfgov.org>; Tugbenyoh, Mawuli (HRD) <mawuli.tugbenyoh@sfgov.org>
Subject: Mayor -- [Ordinance] -- [Administrative Code - Amending Regional Disaster Employee Support Program]

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23 By: /s/
24 KATHARINE HOBIN PORTER
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