

File No. 210878

Committee Item No. 7

Board Item No. 18

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date September 15, 2021

Board of Supervisors Meeting

Date September 21, 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 checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Form 126 – Ethics Commission                 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

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

- |                          |                                     |   |
|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Explanation on the Retroactivity</u>             |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Department Presentation - September 15, 2021</u> |
| <input type="checkbox"/> | <input type="checkbox"/>            | _____   |
| <input type="checkbox"/> | <input type="checkbox"/>            | _____   |
| <input type="checkbox"/> | <input type="checkbox"/>            | _____   |
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| <input type="checkbox"/> | <input type="checkbox"/>            | _____   |

Completed by: Linda Wong Date September 10, 2021

Completed by: Linda Wong Date September 17, 2021

1 [Accept and Expend Grant - Retroactive - Centers for Disease Control and Prevention - PS21-  
2 2103: Integrated Viral Hepatitis Surveillance and Prevention Funding for Health Depts -  
3 \$315,000]

4 **Resolution retroactively authorizing the Department of Public Health to accept and**  
5 **expend a grant in the amount of \$315,000 from the Centers for Disease Control and**  
6 **Prevention for participation in a program, entitled “PS21-2103: Integrated Viral**  
7 **Hepatitis Surveillance and Prevention Funding for Health Depts,” for the period of May**  
8 **1, 2021, through April 30, 2022.**

9  
10 WHEREAS, The Centers for Disease Control and Prevention (CDC) has agreed to  
11 fund the Department of Public Health (DPH) in the amount of \$315,000 for participation in a  
12 program, entitled “PS21-2103: Integrated Viral Hepatitis Surveillance and Prevention Funding  
13 for Health Depts,” for the period of May 1, 2021, through April 30, 2022; and

14 WHEREAS, San Francisco (SF) is profoundly impacted by the Hepatitis C virus (HCV),  
15 with approximately 2.5% of the general population seropositive for HCV as of 2015, and a  
16 chronic rate of Hepatitis B virus (HBV) that is 3 times that of the statewide rate in California;  
17 and

18 WHEREAS, Component I will focus on reviewing existing outbreak plans in other US  
19 jurisdictions and formalize a set of outbreak plans for Hepatitis A virus (HAV), HBV, and HCV  
20 in SF; collect and analyze results of negative HCV ribonucleic acid tests, and build a system  
21 for regular, public reporting of our viral hepatitis data for HAV, HBV, and HCV; and

22 WHEREAS, Component II will focus on supporting viral hepatitis elimination planning  
23 by hiring an End Hep C SF Strategic director to support existing HCV elimination activities,  
24 therefore freeing up SF's Viral Hepatitis Coordinator to coordinate with SF Hep B Free - Bay  
25 Area and engage in formal elimination planning for HBV in SF; and

1           WHEREAS, The grant does not require an Annual Salary Ordinance Amendment; and

2           WHEREAS, A request for retroactive approval is being sought because DPH received  
3 the revised award letter on June 25, 2021, for a project start date of May 1, 2021; and

4           WHEREAS, The grant budget includes a provision for indirect costs in the amount of  
5 \$24,000; now, therefore, be it

6           RESOLVED, That DPH is hereby authorized to retroactively accept and expend a grant  
7 in the amount of \$315,000 from the CDC; and, be it

8           FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and  
9 expend the grant funds pursuant to Administrative Code, Section 10.170-1; and, be it

10          FURTHER RESOLVED, That the Director of Health is authorized to enter into the  
11 Agreement on behalf of the City; and, be it

12          FURTHER RESOLVED, That within thirty (30) days of the Grant Agreement being fully  
13 executed by all parties, the Director of Health shall provide a copy to the Clerk of the Board of  
14 Supervisors for inclusion in the official file.

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1 Recommended:

Approved:       /s/      

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Mayor

3       /s/      

4 Dr. Grant Colfax

Approved:       /s/      

5 Director of Health

Controller

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**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Resolution Information Form**  
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **PS21-2103: Integrated Viral Hepatitis Surveillance and Prevention Funding for Health Depts**

2. Department: **San Francisco Department of Public Health**

3. Contact Person: **Tracey Packer** Telephone: **415-437-6223**

4. Grant Approval Status (check one):

Approved by funding agency  Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$315,000**

6a. Matching Funds Required: **\$0**

b. Source(s) of matching funds (if applicable): **N.A.**

7a. Grant Source Agency: **Centers for Disease Control and Prevention (CDC)**

b. Grant Pass-Through Agency (if applicable): **N.A.**

8. Proposed Grant Project Summary:

**San Francisco (SF) is profoundly impacted by the hepatitis C virus (HCV), with approximately 2.5% of the general population seropositive for HCV as of 2015, and a chronic rate of hepatitis B virus (HBV) that is 3 times that of the statewide rate in CA.**

**Purpose: Our purpose in responding to RFA-PS21-2103 is to respond to our continuing challenges with viral hepatitis in SF by 1) increasing analysis and reporting of chronic and perinatal HCV and chronic HBV infection, undetectable HCV RNA, and HBV DNA laboratory results; 2) improving our ability to analyze and publicly disseminate information about viral hepatitis in SF on an annual basis; and 3) enhancing the effectiveness of existing viral hepatitis prevention activities by leveraging our longstanding collaborations with community providers and coalitions to increase access to HBV and HCV testing in high-impact settings.**

**Focus: As successful as SF has been in implementing cutting-edge, evidence-based interventions to work toward elimination of HBV and HCV, SFDPH data reveals that Blacks/African Americans, people who are unhoused, baby boomers, men who have sex with men (MSM), trans women, and people who inject drugs (PWID) are likely to be infected with HCV or HBV. For Components I and II of this proposal, our focus continues to be on these high prevalence populations, utilizing a health equity approach to address identified health disparities and their underlying social determinants, including homelessness and incarceration.**

**Staffing: The Principal Investigator for both components will be Tomás Aragón, MD, DrPH, the Health Officer of SF. He will be accountable for overall planning, implementation, monitoring, and reporting.**

**Component I will be overseen by Juliet Stoltey, MD, Director of Communicable Disease Control and Prevention (CDCP), with the support of Melissa Sanchez, PhD, Director of Viral Hepatitis Surveillance, and a to-be-hired Epidemiologist II who will coordinate the day-to-day activities. Component II will be overseen by Katie Burk, MPH, the Viral Hepatitis Coordinator, who will be responsible for overseeing the planning and implementation of HBV elimination activities within SFDPH, in partnership with Richard So, MPH, the Executive Director of SF Hep B Free – Bay Area, and a to-be-hired End Hep C SF Strategic Director, who oversee the planning and implementation of HCV elimination activities.**

**Component I Summary of Strategies and Activities:** 1) Review existing outbreak plans in other US jurisdictions and formalize a set of outbreak plans for HAV, HBV, and HCV in SF; 2) Begin to collect and analyze results of negative HCV RNA tests; and 3) Build a system for regular, public reporting of our viral hepatitis data for HAV, HBV, and HCV: with these funds we will start releasing annual public reports of HAV, HBV, and HCV in SF, similar to what is currently done with other diseases in SF.

**Component II Summary of Strategies and Activities:** 1) Support viral hepatitis elimination planning by hiring an End Hep C SF Strategic director to support existing HCV elimination activities, therefore freeing up the city's Viral Hepatitis Coordinator to coordinate with SF Hep B Free – Bay Area and engage in formal elimination planning for HBV in SF; 2) Conduct a needs assessment for laboratories and major health systems in SF to increase routine HCV and HBV testing in those settings (including reflex HCV testing); 3) Expand provider capacity to treat HCV and/or HBV, including by enhancing existing training efforts, improving guidance, and boosting dissemination of materials regarding evidence-based practices for access to HCV treatment and prevention; 4) Partner with the UCSF DeLIVER Care van, SSPs, and mobile Health Access Points in the Bayview/Hunters Point districts to increase access to HCV and HBV testing and referral in high-impact settings, along with post-test counseling and referral to treatment or prevention; and 5) Establish HAV and HBV vaccine delivery teams.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: **05/01/2021**

End-Date: **04/30/2022**

10a. Amount budgeted for contractual services: **\$195,000**

b. Will contractual services be put out to bid? **No**

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?

d. Is this likely to be a one-time or ongoing request for contracting out? **One-Time**

11a. Does the budget include indirect costs?  Yes  No

b1. If yes, how much? **\$24,000**

b2. How was the amount calculated? **25% of Salaries and Mandatory Fringe Benefits**

c1. If no, why are indirect costs not included?

Not allowed by granting agency

To maximize use of grant funds on direct services

other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? **N.A.**

12. Any other significant grant requirements or comments:

**We respectfully request for approval to accept and expend these funds retroactive to May 01, 2021. The Department received the revised letter of funding allocation on June 25, 2021.**

**Proposal ID: CTR00002437**  
**Version ID: V101**  
**Department ID: 251929**  
**Project Description: Integrated Viral Hepatitis Surveillance and Prevention F**  
**Project ID: 10037747**  
**Activity ID: 0001**

**\*\*Disability Access Checklist\*\*\*(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s)      | <input type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s)       | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s)      |
| <input type="checkbox"/> New Site(s)                 | <input type="checkbox"/> New Structure(s)           |  |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Toni Rucker, PhD  
(Name)

DPH ADA Coordinator  
(Title)

Date Reviewed: 7/7/2021 | 5:38 PM PDT

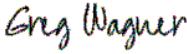
DocuSigned by:  
  
784292F7091F44B...  
 (Signature Required)

Department Head or Designee Approval of Grant Information Form:

Dr. Grant Colfax  
(Name)

Director of Health  
(Title)

Date Reviewed: 7/9/2021 | 10:16 AM PDT

DocuSigned by:  
  
28527524752629F...  
 (Signature Required)  
 Greg Wagner, COO for



**San Francisco Department of Public Health,  
Community Health Equity and Promotion (CHEP)  
Integrated Viral Hepatitis Surveillance and Prevention Funding for Health Depts  
CDC-RFA-PS21-2103  
Component 1 - Surveillance  
Budget Justification  
05/01/2021-04/30/2022  
Revise Budget 05.27.2021**

A. Salaries	\$65,751
B. Mandatory Fringe	\$30,249
C. Consultant Costs	\$0
D. Equipment	\$0
E. Materials and Supplies	\$0
F. Travel	\$0
G. Other Expenses	\$0
H. Contractual	\$80,000
<b>Total Direct Costs</b>	<b>\$176,000</b>
I. Indirect Costs (25% of Total Salaries + Fringe)	\$24,000
<b>TOTAL BUDGET</b>	<b>\$200,000</b>

**A. SALARIES**

**\$ 65,751**

<b>Position Title and Name</b>	<b>Annual</b>	<b>Time</b>	<b>Months</b>	<b>Amount Requested</b>
Deputy Health Officer, Susan Philips (PI)	NA		12	In Kind
Director, Communicable Disease Prevention and Control (CDCP) Julie Stoltey	NA	10%	12	In Kind
Viral Hepatitis Coordinator Katie Burk, MPH	NA	20%	12	In Kind
Epidemiologist II (ARCHES Epidemiologist) <b>TBD – Estimated Hire date Oct 2021</b>	\$112,716	100%	7	\$65,751

Job Description: Deputy Health Director, (S Philips)

This position is in-kind. Dr. Philip is a PI for both Component 1 and Component 2.

Job Description: Director, CDCP (J. Stoltey)

CDCP Director Dr. Julie Stoltey is responsible for working with the hepatitis surveillance team members, led by Director Wayne Enaoria, including to-be hired Epi II for the PS21-2103 program. Dr. Stoltey will play a role in the CQI activities and outbreak planning, and will work with Wayne Enoria’s team for the creation of the hepatitis surveillance report. [[Strategies 1.1 and 1.2](#)]

Job Description: Viral Hepatitis Coordinator (K. Burk)

Ms. Burk is a Project Coordinator for both Components 1 and 2 of PS21-2103. This position is responsible for management and oversight of communication with the CDC, reporting on project deliverables, and coordinating across multiple branches of the San Francisco Department of Public involved in viral hepatitis prevention, testing, treatment, and surveillance. As part of the leadership team, Ms. Burk plays a role in the CQI activities guides staff working on the hepatitis surveillance report as to important data points to guide prevention and treatment efforts. [[Strategy 1.2](#)]

Job Description: Epidemiologist II (ARCHES EtE Epidemiologist TBD)

This position will support all PS21-2103 public health surveillance activities, and production of population-based health information, leading to effective decision making and public health actions that improve population health. This Epidemiologist will plan, conduct and evaluate activities and indicators outlined in the grant proposals, including hepatitis data analysis and reporting, working with the Communicable Disease Prevention and Control unit on outbreak planning, and supporting activities related to the lab assessment. [[Strategies 1.1 and 1.2](#)]

**B. FRINGE BENEFITS @ 46%** **\$30,249**

Fringe Benefit Component	Wage	Rate	Amount
Unemployment Insurance	65,571	0.26%	171
Social Sec-Medicare(HI Only)	65,571	1.39%	914
Social Security (OASDI & HI)	65,571	5.94%	3,906
Life Insurance	65,571	0.02%	13
Dental Coverage	65,571	0.52%	342
Retiree Health-Match-Prop B	65,571	1.00%	658
Health Service-City Match	65,571	8.00%	5,260
Retire City Misc	65,571	28.87%	18,982
<b>TOTAL</b>		<b>46.00%</b>	<b>30,249</b>

Payroll taxes and fringe benefits include employer’s share of Federal, State, and locally-mandated payroll taxes; health, vision and dental insurance premiums; worker’s compensation, unemployment, and disability insurance premiums; and employer’s contribution to employee retirement plans. Fringe benefits are budgeted at 46.00% of personnel costs (salaries).

<b>C. CONSULTANT COSTS</b>	<b>\$0</b>
<b>D. EQUIPMENT</b>	<b>\$0</b>
<b>E. MATERIALS AND SUPPLIES</b>	<b>\$0</b>
<b>F. TRAVEL</b>	<b>\$0</b>
<b>G. OTHER</b>	<b>\$0</b>
<b>H. CONTRACTUAL</b>	<b>\$80,000</b>

Contractor	Total Cost
San Francisco Public Health Foundation [ <a href="#">Strategy 1.2</a> ]	\$80,000

**Name of Contractor:** San Francisco Public Health Foundation  
**Method of Selection:** Request for Proposals (RFP) RFP36-2017  
**Period of performance:** 05/01/2021 - 04/30/2022

**Scope of work**

Service category: Award

- (1) Amount: \$80,000
- (2) Subcontractors: Kaiser, UCSF, LabCorp, Quest
- (3) Services provided: The subcontractors will receive (\$20,000 ) grants to support their partnership with SFDPH with the goal of improving hepatitis reporting processes, including piloting negative RNA reporting. SFDPH staff will provide funding to lab partners to incentivize improvements and enhance the relationship between the surveillance department and the commercial labs.

**Method of Accountability:** Annual program and fiscal and compliance monitoring

**Itemized budget and justification:**

A. Salaries	\$0
B. Fringe Benefits	\$0
C. Consultant Expenses	\$0
D. Equipment:	\$0
E. Materials and Supplies:	\$0
F. Travel	\$0
G. Other Expenses	\$0
H. Contractual	\$80,000

<b>Contract</b>	<b>Cost</b>
Kaiser	\$17,500
UCSF	\$17,500
LabCorp	\$17,500
Quest	\$17,500

Kaiser: These funds will support increased hepatitis reporting requirements. Approximate cost is 140 hours @ \$125/hour.

UCSF: These funds will support increased hepatitis reporting requirements. Approximate cost is 140 hours @ \$125/hour

LabCorp: These funds will support increased hepatitis reporting requirements. Approximate cost is 140 hours @ \$125/hour

Quest: These funds will support increased hepatitis reporting requirements. Approximate cost is 140 hours @ \$125/hour.

Direct Costs	\$70,000
I. Indirect Cost 14%	\$10,000
Total Costs	\$80,000

<b>TOTAL DIRECT COSTS:</b>	<b>\$ 176,000</b>
<b>I. INDIRECT COSTS (25% of total personnel cost)</b>	<b>\$ 24,000</b>
<b>TOTAL BUDGET:</b>	<b>\$ 200,000</b>

**San Francisco Department of Public Health,  
Community Health Equity and Promotion (CHEP)  
Integrated Viral Hepatitis Surveillance and Prevention Funding for Health Depts  
CDC-RFA-PS21-2103  
Component 2 - Prevention  
Budget Justification  
05/01/2021-04/30/2022  
Revised 05.27.2021**

A. Salaries	\$0
B. Mandatory Fringe	\$0
C. Consultant Costs	\$0
D. Equipment	\$0
E. Materials and Supplies	\$0
F. Travel	\$0
G. Other Expenses	\$0
H. Contractual	\$115,000
<b>Total Direct Costs</b>	<b>\$115,000</b>
I. Indirect Costs (25% of Total Salaries)	\$0
<b>TOTAL BUDGET</b>	<b>\$115,000</b>

A. SALARIES	\$0
B. FRINGE BENEFITS @ 45%	\$0
C. CONSULTANT COSTS	\$0
D. EQUIPMENT	\$0
E. MATERIALS AND SUPPLIES	\$0
F. TRAVEL	\$0
G. OTHER	\$0
H. CONTRACTUAL	\$115,000

Contractor	Total Cost
San Francisco Public Health Foundation <a href="#">[Strategy 2.1]</a>	\$115,000

**1.Name of Contractor:** San Francisco Public Health Foundation

**Method of Selection:** Request for Proposals (RFP) RFP36-2017

**Period of performance:** 05/01/2021 - 04/30/2022

**Scope of work**

Service category: Award

(1) Amount: \$115,000

(2) Subcontractors: N/A

(3) Services provided: The End Hep C SF Strategic Director will support coordination of the multi-level community engagement processes underpinning HCV elimination activities in San Francisco. This will entail overseeing the End Hep C SF initiative with a focus on the initiative’s growth and direction, relationships with local and national communities involved in HCV elimination, and grants management and development.

**Method of Accountability:** Annual program and fiscal and compliance monitoring

**Itemized budget and justification:**

A. Salaries	\$102,222			
Position Title and Name	Annual	Time	Months	Amount Requested
End Hep C Strategic Director	\$98,117	95%	10 months	\$77,676

Job Description: End Hep C Strategic Director: This position will supervise the End Hep C SF Coordinator position, manage End Hep C SF public and private funding, and develop new projects and strategies for the initiative.

**Component 2 - Prevention**

B. Fringe Benefits @ 31.6% \$24,546

Fringe Benefit Component	Wage	Rate	Amount
Social Sec-Medicare(HI Only)	77,676	1.39%	1,080
Social Security (OASDI & HI)	77,676	5.94%	4,614
Unemployment Insurance	77,676	0.26%	202
Medical	77,676	23.49%	18,246
Dental	77,676	0.52%	404
<b>TOTAL</b>		<b>31.60%</b>	<b>24,546</b>

- C. Consultant Expenses \$0
- D. Equipment: \$0
- E. Materials and Supplies: \$0
- F. Travel \$0
- G. Other Expenses \$0
- H. Contractual \$0

**Direct Costs** **\$102,222**  
**I. Indirect Cost 12.5%** **\$12,778**  
**Total Costs** **\$115,000**

**TOTAL DIRECT COSTS:** **\$ 115,000**  
**I. INDIRECT COSTS (25% of total salaries)** **\$ 0**  
**TOTAL BUDGET:** **\$ 115,000**



**Recipient Information**

**1. Recipient Name**

San Francisco Department of Public Health  
101 GROVE ST  
Population Health Division  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

**2. Congressional District of Recipient**

12

**3. Payment System Identifier (ID)**

1946000417A8

**4. Employer Identification Number (EIN)**

946000417

**5. Data Universal Numbering System (DUNS)**

103717336

**6. Recipient's Unique Entity Identifier**

**7. Project Director or Principal Investigator**

Ms. Susan Philip  
susan.philip@sfdph.org  
415-355-2007

**8. Authorized Official**

Ms. Christine Siador  
CHRISTINE.SIADOR@SFDPH.ORG  
415-255-3512

**Federal Agency Information**

CDC Office of Financial Resources

**9. Awarding Agency Contact Information**

Ms. Chamarla Brame  
Grants Management Specialist  
qp3@cdc.gov  
404-111-1111

**10. Program Official Contact Information**

Mr. Mark Hogan  
Public Health Analyst  
v5@cdc.gov  
404-718-8741

**Federal Award Information**

**11. Award Number**

6 NU51PS005152-01-01

**12. Unique Federal Award Identification Number (FAIN)**

NU51PS005152

**13. Statutory Authority**

This Program is authorized under section 318 of the Public Health Service Act (42 U.S.C. Section 247c, as amended)

**14. Federal Award Project Title**

Integrated Viral Hepatitis Surveillance and Prevention Funding for Health Depts

**15. Assistance Listing Number**

93.270

**16. Assistance Listing Program Title**

Adult Viral Hepatitis Prevention and Control

**17. Award Action Type**

Budget Revision

**18. Is the Award R&D?**

No

**Summary Federal Award Financial Information**

<b>19. Budget Period Start Date</b>	05/01/2021	<b>- End Date</b>	04/30/2022
<b>20. Total Amount of Federal Funds Obligated by this Action</b>			\$0.00
20a. Direct Cost Amount			\$34,750.00
20b. Indirect Cost Amount			(\$34,750.00)
<b>21. Authorized Carryover</b>			\$0.00
<b>22. Offset</b>			\$0.00
<b>23. Total Amount of Federal Funds Obligated this budget period</b>			\$315,000.00
<b>24. Total Approved Cost Sharing or Matching, where applicable</b>			\$0.00
<b>25. Total Federal and Non-Federal Approved this Budget Period</b>			\$315,000.00
<b>26. Project Period Start Date</b>	05/01/2021	<b>- End Date</b>	04/30/2026
<b>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period</b>			Not Available

**28. Authorized Treatment of Program Income**

ADDITIONAL COSTS

**29. Grants Management Officer - Signature**

Terrian Dixon  
Grants Management Officer

**30. Remarks**

Revised Budget - Approved





<b>Recipient Information</b>
<b>Recipient Name</b> San Francisco Department of Public Health 101 GROVE ST Population Health Division SAN FRANCISCO, CA 94102-4505 [NO DATA]
<b>Congressional District of Recipient</b> 12
<b>Payment Account Number and Type</b> 1946000417A8
<b>Employer Identification Number (EIN) Data</b> 946000417
<b>Universal Numbering System (DUNS)</b> 103717336
<b>Recipient's Unique Entity Identifier</b> Not Available
<b>31. Assistance Type</b> Cooperative Agreement
<b>32. Type of Award</b> Other

<b>33. Approved Budget</b> (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only	
II. Total project costs including grant funds and all other financial participation	
<b>a. Salaries and Wages</b>	\$65,751.00
<b>b. Fringe Benefits</b>	\$30,249.00
<b>c. Total Personnel Costs</b>	\$96,000.00
<b>d. Equipment</b>	\$0.00
<b>e. Supplies</b>	\$0.00
<b>f. Travel</b>	\$0.00
<b>g. Construction</b>	\$0.00
<b>h. Other</b>	\$0.00
<b>i. Contractual</b>	\$195,000.00
<b>j. TOTAL DIRECT COSTS</b>	<b>\$291,000.00</b>
<b>k. INDIRECT COSTS</b>	<b>\$24,000.00</b>
<b>l. TOTAL APPROVED BUDGET</b>	<b>\$315,000.00</b>
<b>m. Federal Share</b>	<b>\$315,000.00</b>
<b>n. Non-Federal Share</b>	<b>\$0.00</b>

**34. Accounting Classification Codes**

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
1-9390C2C	21NU51PS005152	PS	41.51	\$0.00	75-21-0950
1-9390E3N	21NU51PS005152	PS	41.51	\$0.00	75-75-X-0512-009
1-9390EVQ	21NU51PS005152	PS	41.51	\$0.00	75-21-0950
1-9390GDH	21NU51PS005152	PS	41.51	\$0.00	75-21-0950
1-939ZRPQ	21NU51PS005152	PS	41.51	\$0.00	75-21-0950
1-939ZSEH	21NU51PS005152	PS	41.51	\$0.00	75-21-0949



**DEPARTMENT OF HEALTH AND HUMAN SERVICES** Notice of Award

Centers for Disease Control and Prevention

Award# 6 NU51PS005152-01-01

FAIN# NU51PS005152

Federal Award Date: 06/25/2021

**Direct Assistance**

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

# AWARD ATTACHMENTS

San Francisco Department of Public Health

6 NU51PS005152-01-01

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1. Terms & Conditions

**Notice of Funding Opportunity (NOFO): PS21-2103**  
**Award Number: NU51PS005152**  
**Award Type: Cooperative Agreement**

**ADDITIONAL TERMS AND CONDITIONS**

**PURPOSE:** This amended notice of award is to approve the redirection request from your organization. We have reviewed the request and the material submitted on **June 3, 2021** and find it to be acceptable.

These funds have been approved by cost categories for the redirection request as follows:

<b>Category</b>	<b>Redirection</b>	<b>Revised Award Amount</b>
<b>Salary and Wages</b>	<b>(\$112,999)</b>	<b>\$65,751</b>
<b>Fringe Benefits</b>	<b>\$30,249.00</b>	<b>\$30,249</b>
<b>Travel</b>	<b>\$0</b>	<b>\$0</b>
<b>Supplies</b>	<b>\$0</b>	<b>\$0</b>
<b>Contractual</b>	<b>\$195,00</b>	<b>\$195,000</b>
<b>Other</b>	<b>(\$77,500)</b>	<b>\$0</b>
<b>Direct Cost</b>	<b>\$34,750</b>	<b>\$291,00</b>
<b>Indirect Cost</b>	<b>(\$34,750)</b>	<b>\$24,000</b>
<b>Revised Total Costs:</b>	<b>\$0</b>	<b>\$315,000</b>

Please be advised that grantee must exercise proper stewardship over Federal funds by ensuring that all costs charged to their cooperative agreement are allowable, allocable, necessary, and reasonable.

All the other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

**GMS Contact:**

Chamarla Brame  
Centers for Disease Control  
Infectious Diseases Services Branch  
Telephone: (404)498-4134  
Email: [cbrame@cdc.gov](mailto:cbrame@cdc.gov)

**PLEASE INCLUDE AWARD NUMBER ON ALL CORRESPONDENCE**



London N. Breed  
Mayor

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Dr. Grant Colfax  
Director of Health  
**DATE:** 06/25/2021  
**SUBJECT:** Grant Accept and Expend  
**GRANT TITLE:** Accept and Expend Grant – PS21-2103: Integrated Viral  
Hepatitis Surveillance and Prevention Funding for Health Depts - \$315,000

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Attached please find the original and 1 copy of each of the following:

- Proposed grant resolution, original signed by Department
- Grant information form, including disability checklist -
- Budget and Budget Justification
- Grant application: Not Applicable. No application submitted.
- Agreement / Award Letter
- Other (Explain):

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Gregory Wong (greg.wong@sfdph.org) Phone: 554-2521

Interoffice Mail Address: Dept. of Public Health, 101 Grove St # 108

Certified copy required Yes

No

**From:** [Lindsay, Claire \(DPH\)](#)  
**To:** [Haney, Matt \(BOS\)](#); [Safai, Ahsha \(BOS\)](#); [Mar, Gordon \(BOS\)](#)  
**Cc:** [Wong, Linda \(BOS\)](#); [RivamonteMesa, Abigail \(BOS\)](#); [Barnett, Monica \(BOS\)](#); [Chung, Lauren \(BOS\)](#); [Morris, Geoffrea \(BOS\)](#); [Quan, Daisy \(BOS\)](#); [Simmons, Marlo \(DPH\)](#); [Kunins, Hillary \(DPH\)](#); [Minioza, Kathleen \(DPH\)](#); [Robertson, Kiersten \(DPH\)](#); [Papo, Dara \(DPH\)](#); [Lee, Arlene \(DPH\)](#); [Burk, Katie \(DPH\)](#); [Packer, Tracey \(DPH\)](#); [Patil, Sneha \(DPH\)](#); [Validzic, Ana \(DPH\)](#); [Wong, Greg \(DPH\)](#)  
**Subject:** 9/15 Budget & Finance: DPH Items  
**Date:** Friday, September 10, 2021 4:32:47 PM

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Hello Supervisors Haney, Safai and Mar,

The Department of Public Health (DPH) will request retroactive approval for three (3) items, at the September 15<sup>th</sup> Budget & Finance Committee meeting. Please see below for a brief description of each item, reason for retroactivity, and our DPH representatives who may be contacted should you have any questions.

**Agenda item #3 - File no. [210797](#) - Performance Contract Agreement - Retroactive - California Department of Health Care Services - Mental Health Services Act and Various Programs -**

Resolution retroactively authorizing the Department of Public Health to enter into Performance Contract No. 21-10108, with the California Department of Health Care Services, incorporating the Mental Health Services Act, Lanterman-Petris-Short Act, Projects for Assistance in Transition from Homelessness, Community Mental Health Services Block Grant, Substance Abuse Treatment and Prevention Block Grant, and Crisis Counseling Assistance and Training Program for the period of July 1, 2021, through June 30, 2024.

- **Description:** The California Department of Health Care Services (DHCS) administers the Mental Health Services Act (MHSA), Lanterman-Petris-Short (LPS) Act, Projects for Assistance in Transition from Homelessness (PATH), Community Mental Health Services Block Grant (MHBG), Substance Abuse Treatment and Prevention Block Grant (SABG), and Crisis Counseling Assistance and Training Program (CCP). DPH-Behavioral Health Services (BHS) operates the aforementioned programs for San Francisco County through the San Francisco Mental Health Plan. This Performance Contract sets forth conditions and requirements, such as compliance and reporting standards, to receive funding for these programs. *The Performance Contract only includes performance requirements and does not have funding attached to it*, as the Board of Supervisors has already approved the budget components for these programs during the annual City budget process.
- **Reason for Retroactivity:** DPH respectfully requests retroactive approval of this contract agreement. DPH received the initial correspondence including the new multi-year performance contract from DHCS on June 17, 2021. DPH received a revised performance contract on July 9, 2021 for a program start date of July 1, 2021.
- **DPH Representative:** Marlo Simmons, MPH | Deputy Director, Behavioral Health Services | San Francisco Department of Public Health | [marlo.simmons@sfdph.org](mailto:marlo.simmons@sfdph.org)

**Agenda item #4 - File no. [210798](#) - Agreement Amendment - Retroactive - California Department of Health Care Services - Whole Person Care Pilot Program - Not to Exceed \$197,589,948 -**

Resolution retroactively authorizing the Director of Health to sign an amended agreement with the California Department of Health Care Services for the Whole Person Care Pilot program to fund

coordination of health, behavioral health, and social services in a patient-centered manner with the goal of improved beneficiary health and wellbeing through more efficient and effective use of resources, extending the program by one year, from January 1, 2021, through December 31, 2021, for a total agreement term of January 1, 2016, through December 31, 2021; and increasing the agreement amount by \$35,839,948 for a total amount of \$197,589,948.

- **Description:** The Whole Person Care (WPC) Pilot is a 5 year Medi-Cal waiver through Department of Health Care Services (DHCS) focusing on “the coordination of health, behavioral health, and social services in a patient centered manner in order to improve Medi-Cal beneficiary health and well-being through more efficient and effective use of resources, providing support to integrate care for a particularly vulnerable group of individuals who have been identified as high users of multiple systems who continue to have poor health outcomes”. San Francisco’s WPC Pilot was implemented through DPH and the Department of Homelessness and Supportive Housing (HSH). The waiver lasted from 2016-2020 and due to the public health emergency caused by COVID-19, the Centers for Medicare and Medicaid Services (CMS) approved this 12-month extension of the WPC Pilots program, from January 1, 2021 through December 31, 2021.
- **Reason for Retroactivity:** DPH respectfully requests retroactive approval for this agreement amendment. DPH received the notice of program extension and funding allocation on March 29, 2021 retroactive to a program start date of January 1, 2021.
- **DPH Representative:** Kiersten Robertson | Whole Person Care | San Francisco Department of Public Health | [kiersten.robertson@sfdph.org](mailto:kiersten.robertson@sfdph.org)

**Agenda item #7 - File no. [210878](#) - Accept and Expend Grant - Retroactive - Centers for Disease Control and Prevention - PS21-2103: Integrated Viral Hepatitis Surveillance and Prevention Funding for Health Depts - \$315,000** - Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$315,000 from the Centers for Disease Control and Prevention for participation in a program, entitled “PS21-2103: Integrated Viral Hepatitis Surveillance and Prevention Funding for Health Depts,” for the period of May 1, 2021, through April 30, 2022.

- **Description:** This CDC grant funds DPH’s participation in the program “PS21-2103: Integrated Viral Hepatitis Surveillance and Prevention Funding for Health Departments” for a total grant amount of \$315,000. Component I of the grant (\$115,000) focuses on hepatitis C elimination planning and supports the Strategic Director position for End Hep C SF. Component II (\$200,000) focuses on regular hepatitis data reporting and supports hiring of an epidemiologist in hepatitis surveillance.
- **Reason for Retroactivity:** DPH respectfully requests retroactive approval to accept and expend this grant. DPH received the revised letter of funding allocation on June 25, 2021 retroactive to the program start date of May 1, 2021.
- **DPH Representative:** Katie Burk, MPH | Viral Hepatitis Coordinator, Community Health Equity & Promotion Branch | San Francisco Department of Public Health | [Katie.Burk@sfdph.org](mailto:Katie.Burk@sfdph.org)

Please let us know if you have any questions before next Wednesday’s meeting.

We appreciate your time and consideration.

Thank you,  
Claire

**Claire Lindsay, MPH**

Senior Health Program Planner | Office of Policy and Planning

San Francisco Department of Public Health

[claire.lindsay@sfdph.org](mailto:claire.lindsay@sfdph.org) | desk: 415-554-2667 | mobile: 831-239-1094



# CDC 21-2103

Integrated Viral Hepatitis Prevention and Surveillance Grant

Agenda item #7- Accept and Expend Request

Katie Burk

Viral Hepatitis Coordinator



San Francisco Department of Public Health

Population Health Division/Community Health Equity and Promotion

# CDC 21-2103: Integrated Hepatitis Prevention and Surveillance

## Total Grant Amount—\$315,000

- Component 1 – Prevention \$115,000
  - Focus on hepatitis C elimination planning
  - Supporting Strategic Director Position for End Hep C SF
- Component 2 – Surveillance \$200,000
  - Focus on regular hepatitis data reporting, negative RNA results
  - Supporting new hire of an Epidemiologist II in hepatitis surveillance

# CDC 21-2103: Integrated Hepatitis Prevention and Surveillance Activities

- Hepatitis B and C elimination planning and implementation
- Outbreak response planning
- Core surveillance support and reporting
- Integration of negative hepatitis C RNA results
- Focus on perinatal hepatitis C
- Focus on microelimination of hepatitis C among people living with HIV

# CDC 21-2103 Benefits to SFDPH

- First time SFDPH is funded for hepatitis prevention work
  - Joining cohort of 49 state and 8 city awardees
- Supporting the crucial work around hepatitis B and C elimination
- Measuring and addressing racial disparities in both hepatitis B and C
- Improving surveillance capacity will better enable
  - Measuring true hepatitis B and C prevalence
  - Understanding progress on hepatitis C elimination by accounting for number of individuals treated
  - Alignment of best practices in viral hepatitis surveillance already practiced in other HDs

# Thank you!

**Katie Burk**

Viral Hepatitis Coordinator

Community Health Equity and Promotion Branch, Population Health

[katie.burk@sfdph.org](mailto:katie.burk@sfdph.org)

**Rachel Grinstein**

Hepatitis C Data Manager

Community Health Equity and Promotion Branch, Population Health

[rachel.grinstein@sfdph.org](mailto:rachel.grinstein@sfdph.org)



## San Francisco Ethics Commission

25 Van Ness Avenue, Suite 220, San Francisco, CA 94102

Phone: 415.252.3100 . Fax: 415.252.3112

[ethics.commission@sfgov.org](mailto:ethics.commission@sfgov.org) . [www.sfethics.org](http://www.sfethics.org)

Received On:

File #: 210878

Bid/RFP #:

### Notification of Contract Approval

SFEC Form 126(f)4

(S.F. Campaign and Governmental Conduct Code § 1.126(f)4)

A Public Document

Each City elective officer who approves a contract that has a total anticipated or actual value of \$100,000 or more must file this form with the Ethics Commission within five business days of approval by: (a) the City elective officer, (b) any board on which the City elective officer serves, or (c) the board of any state agency on which an appointee of the City elective officer serves. For more information, see: <https://sfethics.org/compliance/city-officers/contract-approval-city-officers>

#### 1. FILING INFORMATION

<b>TYPE OF FILING</b>	<b>DATE OF ORIGINAL FILING (for amendment only)</b>
Original	
<b>AMENDMENT DESCRIPTION – Explain reason for amendment</b>	

#### 2. CITY ELECTIVE OFFICE OR BOARD

<b>OFFICE OR BOARD</b>	<b>NAME OF CITY ELECTIVE OFFICER</b>
Board of Supervisors	Members

#### 3. FILER'S CONTACT

<b>NAME OF FILER'S CONTACT</b>	<b>TELEPHONE NUMBER</b>
Angela Calvillo	415-554-5184
<b>FULL DEPARTMENT NAME</b>	<b>EMAIL</b>
Office of the Clerk of the Board	Board.of.Supervisors@sfgov.org

#### 4. CONTRACTING DEPARTMENT CONTACT

<b>NAME OF DEPARTMENTAL CONTACT</b>	<b>DEPARTMENT CONTACT TELEPHONE NUMBER</b>
Katie Burk	415-437-6212
<b>FULL DEPARTMENT NAME</b>	<b>DEPARTMENT CONTACT EMAIL</b>
DPH Department of Public Health	katie.burk@sfdph.org

5. CONTRACTOR	
<b>NAME OF CONTRACTOR</b> San Francisco Public Health Foundation	<b>TELEPHONE NUMBER</b> 415-504-6378
<b>STREET ADDRESS (including City, State and Zip Code)</b> 1 Hallidie Plz, Ste 808, San Francisco, CA 94102	<b>EMAIL</b>

6. CONTRACT		
<b>DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S)</b>	<b>ORIGINAL BID/RFP NUMBER</b>	<b>FILE NUMBER (If applicable)</b> 210878
<b>DESCRIPTION OF AMOUNT OF CONTRACT</b> \$195,000		
<b>NATURE OF THE CONTRACT (Please describe)</b> San Francisco Public Health Foundation will provide the End Hep C SF Strategic Director to support coordination of the multi-level community engagement processes underpinning HCV elimination activities in San Francisco. This will entail overseeing the End Hep C SF initiative with a focus on the initiative's growth and direction, relationships with local and national communities involved in HCV elimination, and grants management and development.		

7. COMMENTS
San Francisco Public Health Foundation is a 501(c)3 Nonprofit with a Board of Directors.

8. CONTRACT APPROVAL	
This contract was approved by:	
<input type="checkbox"/>	THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM
<input checked="" type="checkbox"/>	A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES Board of Supervisors
<input type="checkbox"/>	THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS

**9. AFFILIATES AND SUBCONTRACTORS**

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
1	Falk	Nicole	Other Principal Officer
2	Bennet	Ayanna	Other Principal Officer
3	Longstreth	Elizabeth	Other Principal Officer
4	Lyles	Courtney	Board of Directors
5	Moore	Melissa	Board of Directors
6	Villagomez	Alice	Board of Directors
7	Sharma	Adam	Board of Directors
8	Lau	Gina	Board of Directors
9	Morewitz	Mark	Board of Directors
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**9. AFFILIATES AND SUBCONTRACTORS**

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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Incomplete - Pending Signature

**9. AFFILIATES AND SUBCONTRACTORS**

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
39			
40			
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42			
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47			
48			
49			
50			
<input type="checkbox"/>	Check this box if you need to include additional names. Please submit a separate form with complete information. Select "Supplemental" for filing type.		

**10. VERIFICATION**

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.

**I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

<p><b>SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK</b></p>   <p>BOS Clerk of the Board</p>	<p><b>DATE SIGNED</b></p>
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