

File No. 151282

Committee Item No. 17

Board Item No. 20

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date January 20, 2016

Board of Supervisors Meeting

Date January 21, 2016

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 checked="" type="checkbox"/> | <input checked="" 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 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 type="checkbox"/> | <input 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)

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Completed by: Linda Wong Date January 15, 2016
 Completed by: Linda Wong Date January 21, 2016

1 [Accept and Expend Grant - State Water Resources Control Board - Public Beach Safety
2 Grant Program - \$30,000]

3 **Resolution retroactively authorizing the San Francisco Department of Public Health to**
4 **accept and expend a grant in the amount of \$30,000 from the State Water Resources**
5 **Control Board, Division of Water Quality Beach Safety Program, to participate in a**
6 **program entitled "Public Beach Safety Grant Program" for the period of July 1, 2015,**
7 **through June 30, 2016.**

8
9 WHEREAS, The State Water Resources Control Board has determined that the San
10 Francisco Department of Public Health (DPH) is eligible to receive funds from the Public
11 Beach Safety Grant Program pursuant to United States Code, title 33, section 406; and

12 WHEREAS, With a portion of these funds, the State Water Resources Control Board
13 has contracted with San Francisco Department of Public Health (DPH) in the amount of
14 \$30,000 for the period of July 1, 2015, through June 30, 2016; and

15 WHEREAS, As a condition of receiving the grant funds, the State Water Resources
16 Control Board requires the City and County to enter into an agreement (the "Agreement"), a
17 copy of which is on file with the Clerk of the Board of Supervisors in File No. 151282; the
18 execution of which is hereby authorized and declared to be a part of this resolution as if set
19 forth fully herein; and

20 WHEREAS, The purpose of this project is to collect bay and ocean shoreline water
21 samples weekly and transport to Millbrae lab for pathogen analysis; and

22 WHEREAS, An Annual Salary Ordinance amendment is not required as the grant
23 partially reimburses DPH for four existing positions, one Manager IV (Job Class No. 0932) at
24 .0007 FTE, one Senior Environmental Health Inspector (Job Class No. 6122) at .136 FTE,
25 one Junior Administrative Analyst (Job Class No. 1820) at .004 FTE, and one Health Program

1 Coordinator I (Job Class No. 2589) at .004 FTE, for the period of July 1, 2015, through June
2 30, 2016; and

3 WHEREAS, A request for retroactive approval is being sought because DPH did not
4 receive notification of the award until after July 1, 2015, for a project start date of July 1, 2015;
5 and

6 WHEREAS, The budget includes a provision for indirect costs in the amount of \$4,127;
7 now, therefore, be it

8 WHEREAS, DPH will use these funds for activities related to the State Water Board's
9 Public Beach Safety Grant Program; now therefore, be it

10 RESOLVED, That DPH is hereby authorized to accept and expend a grant retroactively
11 in the amount of \$30,000 from the State Water Resources Control Board; and, be it

12 FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and
13 expend the grant funds pursuant to San Francisco Administrative Code, Section 10.170-1;
14 and, be it

15 FURTHER RESOLVED, That the Director of Health is authorized to enter into the
16 Agreement, and any amendments, invoices, or any other documents related to or required for
17 the administration of said Agreement on behalf of the City and County; and, be it

18 FURTHER RESOLVED, That the Director of Health is authorized to certify that DPH
19 has and will comply with all applicable federal and state statutory and regulatory requirements
20 related to any grant funds received.

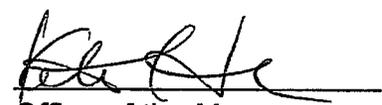
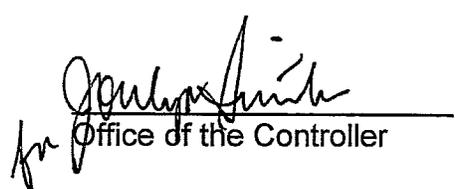
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RECOMMENDED:



Barbara A. Garcia, MPA
Director of Health

APPROVED:


Office of the Mayor
for Office of the Controller



EDMUND G. BROWN JR.
GOVERNOR



MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

State Water Resources Control Board

September 21, 2015

County of San Francisco
Recreational Water Quality Program
Attn: Corey Chrisman, REHD
Sr. Environmental Health Inspector
1390 Market Street, Suite 210
San Francisco, CA 94102

Re: Beach Monitoring Agreement for 2015/16

Dear Corey:

Please be advised that \$30,000 in beach monitoring funds from the State Water Resources Control Board, Division of Water Quality Beach Safety Program, has been allocated to County of San Francisco for the 2015/16 fiscal year. Grant Agreement No. D1514110, once executed, will have a start date of July 1, 2015, and an end date of June 30, 2016.

If you have any questions, please contact me at Michael.Gjerde@waterboards.ca.gov or telephone number (916) 341-5283.

Sincerely,

A handwritten signature in black ink that reads "Michael Gjerde".

Michael Gjerde
Grant Manager for Beach Safety Program
Division of Water Quality

cc: Barbara Walton, Program Analyst



Edwin M. Lee
Mayor

Barbara A. Garcia, MPA
Director of Health

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Barbara A. Garcia, MPA
Director of Health *GW*
DATE: December 4, 2015
SUBJECT: Grant Accept and Expend
GRANT TITLE: Public Beach Safety Grant Program- \$30,000

Attached please find the original and 2 copies 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: Richelle-Lynn Mojica

Phone: 255-3555

Interoffice Mail Address: Dept. of Public Health, Grants Administration for
Community Programs, 1380 Howard St.

Certified copy required Yes

No

12. Any other significant grant requirements or comments:

- The grant requires that DPH submit quarterly progress reports detailing number of samples taken, number of postings required and any other concerns or importance affecting shoreline safety of beach goers.
- Retroactive approval is sought because State grant funds are not calculated by July 1, 2015. The entire beach grant program, all coastal counties in California, is funded by both federal and state funds and the federal funds are calculated post July 1, 2015.

GRANT CODE: HCEH15-1600

****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 checked="" 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:

Ron Weigelt
(Name)

Director of Human Resources and Interim Director, EEO, and Cultural Competency Programs
(Title)

Date Reviewed: 12-7-15

Arlene C. Daem
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Barbara A. Garcia, MPA
(Name)

Director of Health
(Title)

Date Reviewed: 12/8/15

BAG
(Signature Required)

County of San Francisco, Exhibit B
C. AB 411 FY Line Item Budget (12 Month Budget)
July 1, 2015 - June 30, 2016

Please Match Actual Contract Budget Amount

\$ 30,000

Personnel			
Position Title	Hourly Rate	Approx Hours	Annual Cost
San Francisco County Environmental Health Program Manager IV (#0932)	\$ 110.38	14	\$ 1,545
Sr. Env. Health Inspector (#6122)	\$ 78.56	282	\$ 22,154
Junior Administrative Analyst (#1820)	\$ 45.28	8.5	\$ 385
Health Program Coordinator (#2589)	\$ 54.21	8.5	\$ 459
			\$ -
			\$ -
			\$ -
Total Personnel (fringe benefits included in rate)			\$ 24,543
Actual Indirect Costs (Not to exceed 20%)		17%	\$ 4,172
Operating Expense	(Supplies, detail lab samples below)		\$ -
Laboratory Costs	Samples	Cost Per Sample	
			\$ -
Travel (sample collection)	\$ 0.575	2234.5	\$ 1,285
Vehicle (\$0.575 per mile @2,234.5 miles)			
		Total	\$ 30,000

July 1, 2015 - June 30, 2016

Please Show Projected 12 month Full Program Cost Budget Amount

Personnel			
Position Title	Hourly Rate	Approx Hours	Annual Cost
San Francisco County Environmental Health Program Manager IV (#0932)	\$ 110.38	14	\$ 1,545
Sr. Env. Health Inspector (#6122)	\$ 78.56	295	\$ 23,175
Junior Administrative Analyst (#1820)	\$ 45.28	9	\$ 408
Health Program Coordinator (#2589)	\$ 54.21	9	\$ 488
			\$ -
			\$ -
			\$ -
Total Personnel (fringe benefits included in rate)			\$ 25,616
Actual Indirect Costs (Not to exceed 20%)		17%	\$ 4,355
Operating Expense	(Supplies, detail lab samples below)		\$ -
Laboratory Costs	Samples	Cost Per Sample	
			\$ -
Travel (sample collection)	\$ 0.575	2234.5	\$ 1,285
Vehicle (\$0.575 per mile @2,234.5 miles)			
		Total	\$ 31,255

- Budget Justification -
Beach Water Quality and Monitoring
(Grant Code HCEH15-1600)

A. Personnel

1. Salaries - All salaries are budgeted at the top of the job classification.

- i. Manager IV (#0932) has ultimate responsibility for all aspects of the project.

- ii. Senior Environmental Health Inspector (#6122) will perform the beach water quality monitoring, posting, public notification, and will provide the water quality data.

- iii. Junior Administrative Analyst (#1820) provides clerical support

- iv. Health Program Coordinator (#2589) will provide database & uploading support.

2. Full Time Equivalents

- i. Manager IV (#0932) = 0.007
- ii. Senior Environmental Health Inspector (#6122) = 0.136
- iii. Junior Administrative Analyst (#1820) = 0.004
- iv. Health Program Coordinator (#2589) = 0.004

B. Total Personnel

Sum total of all personnel expenses including fringe benefits.

C. Operating Expense

N/A as these are supplied by lab.

D. Travel

Local Mileage: These are expenses that support staff in gas & car maintenance.

E. Indirect Costs

Based on 17% of personnel.

Beach Program Allocation BY15/16

FY 15/16 County/Agency	FY 15-16		
	Total 15/16 State WDPF	Federal 15/16 Funds	Total 15/16 Beach Funds (WDPF + Fed)
San Diego	\$ 160,000	\$ 185,000	\$ 345,000
Orange	\$ 365,000	\$ -	\$ 365,000
Los Angeles	\$ 135,000	\$ 180,000	\$ 315,000
Long Beach City	\$ 100,000	\$ -	\$ 100,000
Ventura	\$ 190,000	\$ -	\$ 190,000
Santa Barbara	\$ 125,000	\$ -	\$ 125,000
San Luis Obispo	\$ 125,000	\$ -	\$ 125,000
Monterey	\$ 55,000	\$ -	\$ 55,000
Santa Cruz	\$ 105,000	\$ -	\$ 105,000
San Mateo	\$ 150,000	\$ -	\$ 150,000
San Francisco	\$ 30,000	\$ -	\$ 30,000
Marin	\$ 60,000	\$ -	\$ 60,000
EBRPD (Ala & CC)	\$ 75,000	\$ -	\$ 75,000
Sonoma	\$ 60,000	\$ -	\$ 60,000
Mendocino	\$ 30,000	\$ -	\$ 30,000
Humboldt	\$ 35,000	\$ -	\$ 35,000
SWRCB Data Admin	\$ -	\$ 55,000	\$ 55,000
SWRCB CWP Travel		\$ 5,000	\$ 5,000
SWRCB CWP Admin	\$ -	\$ 94,249	\$ 94,249
County Total	\$ 1,800,000	\$ 365,000	\$ 2,165,000
Program Totals	\$ 1,800,000	\$ 519,249	\$ 2,319,249

\$ 519,249

2325

Project Director Certification

Grantee: County of San Francisco

Project Name: Beach Monitoring

Project Director: Corey Chrisman

Project Identification No. (PIN): N/A Grant Agreement No.: D1514110

Program: Proposition 13 40 50 84 319(h) Public Beach Safety

As the assigned Project Director for this Project, I certify:

- I am a paid employee of the Grantee; and
- I am not acting as a subcontractor on the Project.
- I understand the Program requirements and responsibilities of the Project Director.
- I am a volunteer of the Grantee and:
 - I am a member of the Grantee's organization; and
 - I will derive no personal monetary gain or other benefit; and
 - I am not acting as a subcontractor or performing work on the Project.

Invoice/Grant Progress Report Signature Authorization (The designee(s) must be employed by the Grantee.)

- I will review and sign invoices authorizing reimbursement for this Project and/or Grant Progress Reports that accompany invoices.
- The following individual(s) are also authorized to sign invoices/Grant Progress Reports for this Project:

Designee's Name: RICHARD LEE, SFDPH ACTING DIR. EHB

Designee's Name: _____

Secretary of State Verification (Excludes county, city, and state agencies.)

- I certify the Grantee has an active status with the California Secretary of State.
- Entity Number _____
- N/A.

Please sign, date, and return to the Program Analyst.

Corey Chrisman
Signature

7/16/15
Date



EDMUND G. BROWN JR.
GOVERNOR



MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

State Water Resources Control Board

September 21, 2015

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Sincerely,

A handwritten signature in black ink that reads "Michael Gjerde".

Michael Gjerde
Grant Manager for Beach Safety Program
Division of Water Quality

cc: Barbara Walton, Program Analyst

Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp
or meeting date _____

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee.
An ordinance, resolution, motion, or charter amendment.
- 2. Request for next printed agenda without reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Request for Closed Session (attach written motion).
- 10. Board to Sit as A Committee of the Whole.
- 11. Question(s) submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative

Sponsor(s):

Tang

Subject:

Accept and Expend Grant - Public Beach Safety Grant Program

The text is listed below or attached:

[Empty box for text listing]

Signature of Sponsoring Supervisor: 

For Clerk's Use Only: