

File No. 160192 Committee Item No. 10  
Board Item No. 10

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight Date April 7, 2016

Board of Supervisors Meeting Date April 19, 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 type="checkbox"/>            | <input type="checkbox"/>            | Grant Information Form                       |
| <input type="checkbox"/>            | <input 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 type="checkbox"/>            | <input 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: Erica Major Date April 1, 2016  
Completed by: *[Signature]* Date 4/11/2016

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[Settlement of Unlitigated Claim - Dianea Alcala - \$225,000]

**Resolution approving the settlement of the unlitigated claim filed by Dianea Alcala against the City and County of San Francisco for \$225,000; claim was filed on February 4, 2010; the claim involves an employment dispute.**

WHEREAS, Dianea Alcala filed a claim on February 4, 2010, against the City and County of San Francisco; and

WHEREAS, The claim involves an employment dispute; and

WHEREAS, The Department of Public Health of the City and County of San Francisco has recommended settlement of said claim by payment of \$225,000; now, therefore, be it

RESOLVED, That pursuant to Administrative Code, Section 10.22, the Board of Supervisors hereby authorizes the City Attorney to settle and compromise the claim by payment of \$225,000.

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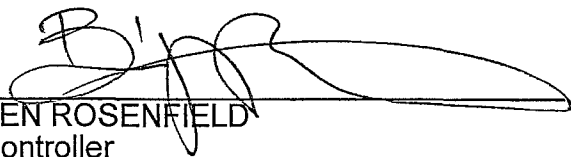
APPROVED:

DENNIS J. HERRERA  
City Attorney



ELIZABETH SALVESON  
Chief Labor Attorney

FUNDS AVAILABLE:

  
BEN ROSENFELD  
Controller

RECOMMENDED:

DEPARTMENT OF PUBLIC HEALTH



BARBARA GARCIA  
Director

APPROVED:

  
MARK MOREWITZ  
Secretary, HEALTH COMMISSION

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**LEGISLATION RECEIVED CHECKLIST**

Date

2/23/16

File Number (if applicable) \_\_\_\_\_

- Legislation for Introduction (NEW) ▶▶▶ Legislative Clerk
- Legislation Pending in Committee (AMENDED) ▶▶▶ Committee Clerk
- Legislation for Board Agenda (AMENDED) ▶▶▶ Deputy Clerk

**Supervisor, Mayor, and Departmental Submittals**

**Grant Ordinance**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
  - Cover letter (original)
  - Grant budget/application
  - Grant information form, including signed disability checklist
  - Letter of Intent or grant award letter from funding agency
  - Contract, Leases/Agreements (if applicable)
  - Ethics Form 126 (if applicable) in **Word** format
  - Other support documents as identified in the cover letter and legislation
- E-Copy of legislation/supporting documents:** Sent to [BOS.Legislation@sfgov.org](mailto:BOS.Legislation@sfgov.org)

**Ordinance**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** City Attorney (For Settlement of Lawsuits - City Attorney, Department Head, Controller, Commission Secretary)
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
  - Cover letter (original)
  - Settlement Report/Agreement (for settlements)
  - Other support documents as identified in the cover letter and legislation
- E-Copy of legislation/supporting documents:** Sent to [BOS.Legislation@sfgov.org](mailto:BOS.Legislation@sfgov.org)

**Grant Resolution**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
  - Cover letter (original)
  - Grant budget/application
  - Grant information form, including signed disability checklist
  - Letter of Intent or grant award letter from funding agency
  - Contract, Leases/Agreements (if applicable)
  - Ethics Form 126 (if applicable) in **Word** format
  - Other support documents as identified in the cover letter and legislation
- E-Copy of legislation/supporting documents:** Sent to [BOS.Legislation@sfgov.org](mailto:BOS.Legislation@sfgov.org)

**Resolution**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** None (Note: Required for Settlement of Claims - City Attorney, Department Head, Controller, Commission Secretary)
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
  - Cover letter (original)
  - Settlement Report/Agreement (for settlements)
  - Other support documents as identified in the cover letter and legislation
- E-Copy of legislation/supporting documents:** Sent to [BOS.Legislation@sfgov.org](mailto:BOS.Legislation@sfgov.org)

Toy Perez 554-3869      City Attorney  
 Name and Telephone Number      Department

Clerk's Office/Forms/Legislation Received Checklist (1/2015) for more help go to: [sfbos.org/about-the-board/general/legislative-process-handbook](http://sfbos.org/about-the-board/general/legislative-process-handbook)

RECEIVED  
 CLERK'S OFFICE  
 FEB 24 PM 3:15  
 JY