

File No. 240692

Committee Item No. 2

Board Item No. 29

COMMITTEE/BOARD OF SUPERVISORS

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Committee: Rules Committee

Date July 22, 2024

Board of Supervisors Meeting

Date July 30, 2024

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OTHER (Use back side if additional space is needed)

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Completed by: Victor Young Date July 18, 2024

Completed by: _____ Date _____

1 [Initiative Ordinance - Administrative Code - First Responder Student Loan Forgiveness Fund]

2

3 **Motion ordering submitted to the voters at an election to be held on November 5, 2024,**
4 **an Ordinance amending the Administrative Code to establish a First Responder**
5 **Student Loan Forgiveness Fund for the purpose of paying outstanding student loans,**
6 **and job-related educational and training expenses incurred while employed by the City,**
7 **for employees who are sworn members of the Police Department, Fire Department, or**
8 **Sheriff’s Department; paramedics; registered nurses; or 911 dispatchers, supervisors,**
9 **or coordinators.**

10

11 MOVED, That the Board of Supervisors hereby submits the following ordinance to the
12 voters of the City and County of San Francisco, at an election to be held on November 5,
13 2024.

14

15 **Ordinance amending the Administrative Code to establish a First Responder Student**
16 **Loan Forgiveness Fund for the purpose of paying outstanding student loans, and job-**
17 **related educational and training expenses incurred while employed by the City, for**
18 **employees who are sworn members of the Police Department, Fire Department, or**
19 **Sheriff’s Department; paramedics; registered nurses; or 911 dispatchers, supervisors,**
20 **or coordinators.**

21

22 NOTE: **Unchanged Code text and uncodified text** are in plain font.
23 **Additions to Codes** are in *single-underline italics Times New Roman font*.
24 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
25 **Asterisks (* * * *)** indicate the omission of unchanged Code subsections or parts of tables.

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

2
3 Section 1. Article XIII of Chapter 10 of the Administrative Code is hereby amended by
4 adding Section 10.100-72.5, to read as follows:

5 **SEC. 10.100-72.5. FIRST RESPONDER STUDENT LOAN FORGIVENESS FUND.**

6 (a) Establishment of Fund. The First Responder Student Loan Forgiveness Fund (the
7 “Fund”) is hereby established as a category four fund to receive any monies appropriated or donated
8 for the purpose of making student loan payments to or on behalf of Eligible Employees and reimbursing
9 Eligible Employees for the costs of job-related education and training they receive during their City
10 employment.

11 (b) Definitions. For the purpose of this Section 10.100-72.5, the following definitions shall
12 apply:

13 “Covered Position” shall mean a sworn member of the Police Department, Fire Department, or
14 Sheriff’s Department; paramedic; registered nurse; or 911 dispatcher, supervisor, or coordinator.

15 “Eligible Employee” shall mean a City employee who (1) was hired by the City on or after
16 January 1, 2025 in a Covered Position or who transitioned into a Covered Position on or after January
17 1, 2025, and (2) subsequently has worked full-time in a Covered Position for at least three consecutive
18 years.

19 **(c) Use and Administration of the Fund.**

20 (1) Subject to any required meet and confer processes or bargaining with employee
21 labor organizations, and after the Controller certifies that the Fund contains at least \$1,000,000, the
22 Department of Human Resources (the “Department”) may establish a program under which the City
23 may make payments to or on behalf of Eligible Employees to cover those employees’ outstanding
24 student loans or to reimburse those employees for the costs of job-related education and training they
25 receive during their City employment, up to a maximum of \$25,000 per Eligible Employee. The

1 Department shall adopt rules and procedures to govern the program, including but not limited to
2 additional eligibility criteria consistent with this Section 10.100-72.5 for Eligible Employees,
3 application processes, procedures for determining the amount of funds to pay to or on behalf of an
4 Eligible Employee, procedures for disbursing funds, and plans for informing Eligible Employees about
5 the program.

6 _____ (2) After consultation with the Controller, the Department shall approve all
7 expenditures from the Fund, consistent with this Section 10.100-72.5 and the terms of any Memoranda
8 of Understanding between the City and employee labor organizations.

9 (d) Amendments. Notwithstanding the provisions of Charter Section 14.101, the Board of
10 Supervisors by ordinance may amend or repeal this Section 10.100-72.5.

11
12 APPROVED AS TO FORM:
13 DAVID CHIU, City Attorney
14

15 By: /s/ _____
16 JON GIVNER
17 Deputy City Attorney

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LEGISLATIVE DIGEST

[Initiative Ordinance - Administrative Code - First Responder Student Loan Forgiveness Fund]

Motion ordering submitted to the voters at an election to be held on November 5, 2024, an Ordinance amending the Administrative Code to establish a First Responder Student Loan Forgiveness Fund for the purpose of paying outstanding student loans, and job-related educational and training expenses incurred while employed by the City, for employees who are sworn members of the Police Department, Fire Department, or Sheriff's Department; paramedics; registered nurses; or 911 dispatchers, supervisors, or coordinators.

Existing Law

The City currently does not have a specific fund into which the Board of Supervisors and the Mayor can appropriate money, or receive donations, to support the costs of a program to provide payments to cover City employees' student loans or job-related educational and training expenses, except where those expenses are reimbursable under labor agreements with employee unions or under existing City reimbursement policies. Current labor agreements between the City and employee labor organizations, which govern City employee benefits, do not require the operation of such a program.

Amendments to Current Law

The proposed initiative ordinance would establish a new fund. The Board of Supervisors and the Mayor could appropriate money into the fund in the future, or the City could receive donations to the fund in the future. Once the fund contains \$1,000,000, and after any necessary amendments to the City's labor agreements with employee unions, the Department of Human Resources could make payments from the fund to cover outstanding student loans or reimburse the costs of job-related education and training for the following City employees: sworn members of the Police Department, Fire Department, or Sheriff's Department; paramedics; registered nurses; and 911 dispatchers, supervisors, or coordinators. The Department of Human Resources could adopt rules and procedures for the program, but payments would be limited to a maximum of \$25,000 per employee.

The initiative ordinance does not create or require a loan forgiveness program or an education and training payment program, and it does not appropriate money for such a program. Any such program would need to be consistent with the terms of any labor agreements between the City and employee unions.

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. (415) 554-5184
Fax No. (415) 554-5163
TDD/TTY No. (415) 554-5227

MEMORANDUM

TO: Greg Wagner, City Controller, Office of the Controller

FROM: Victor Young, Assistant Clerk, Rules Committee
Board of Supervisors

A handwritten signature in cursive script that reads "Victor Young".

DATE: June 24, 2024

SUBJECT: INITIATIVE ORDINANCE INTRODUCED
November 5, 2024, Election

The Board of Supervisors' Rules Committee has received the following matter for the November 5, 2024, Election. This matter is being **referred** to you in accordance with Rules of Order 2.22.3.

File No. 240692 (ver1)

Motion ordering submitted to the voters at an election to be held on November 5, 2024, an Ordinance amending the Administrative Code to establish a First Responder Student Loan Forgiveness Fund for the purpose of paying outstanding student loans, and job-related educational and training expenses incurred while employed by the City, for employees who are sworn members of the Police Department, Fire Department, or Sheriff's Department; paramedics; registered nurses; or 911 dispatchers, supervisors, or coordinators.

Please review and prepare a financial analysis of the proposed measure prior to the first Rules Committee hearing.

If you have any questions or concerns, please call me at (415) 554-7723 or email: victor.young@sfgov.org. To submit documentation, please email or forward to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Todd Rydstrom, Office of the Controller
Natasha Mihal, Office of the Controller
Janice Levy, Office of the Controller

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MEMORANDUM

TO: Carol Isen, Director, Department of Human Resources

FROM: Victor Young, Assistant Clerk, Rules Committee *Victor Young*
Board of Supervisors

DATE: June 24, 2024

SUBJECT: LEGISLATION INTRODUCED – MEET AND CONFER DETERMINATION

The Board of Supervisors' Rules Committee has received the following matter. This matter is being **referred** to you as it may require the Department of Human Resources to fulfill "**Meet and Confer**" requirements. Please review, assess the impact and provide proper noticing as required and report back to on the status of the "Meet and Confer" requirement.

File No. 240692 (ver1)

Motion ordering submitted to the voters at an election to be held on November 5, 2024, an Ordinance amending the Administrative Code to establish a First Responder Student Loan Forgiveness Fund for the purpose of paying outstanding student loans, and job-related educational and training expenses incurred while employed by the City, for employees who are sworn members of the Police Department, Fire Department, or Sheriff's Department; paramedics; registered nurses; or 911 dispatchers, supervisors, or coordinators.

If you have any questions or concerns, please call me at (415) 554-7723 or email: victor.young@sfgov.org. To submit documentation, please email or forward to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

RESPONSE FROM THE DEPARTMENT OF HUMAN RESOURCES - Date: _____

Meet and Confer requirement has been fulfilled. **Meet and Confer requirement not applicable.** **Additional information attached.**

Mawuli Tugbenyoh

Department of Human Resources

c: Mawuli Tugbenyoh, Department of Human Resources
Aliya Chisti, Department of Human Resources

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MEMORANDUM

TO: Tom Paulino, Liaison to the Board of Supervisors, Mayor's Office
Anne Pearson, Deputy City Attorney, Office of the City Attorney
John Arntz, Director, Department of Elections
Patrick Ford, Executive Director, Ethics Commission

FROM: Victor Young, Assistant Clerk, Rules Committee *Victor Young*
Board of Supervisors

DATE: June 24, 2024

SUBJECT: CHARTER AMENDMENT INTRODUCED
November 5, 2024

The Board of Supervisors' Rules Committee has received the following matter for the November 5, 2024, Election. This matter is being **referred** to you in accordance with Rules of Order 2.22.4.

File No. 240692 (ver1)

Motion ordering submitted to the voters at an election to be held on November 5, 2024, an Ordinance amending the Administrative Code to establish a First Responder Student Loan Forgiveness Fund for the purpose of paying outstanding student loans, and job-related educational and training expenses incurred while employed by the City, for employees who are sworn members of the Police Department, Fire Department, or Sheriff's Department; paramedics; registered nurses; or 911 dispatchers, supervisors, or coordinators.

Please review and submit any reports or comments you wish to be included with the legislative file.

If you have any questions or concerns, please call me at (415) 554-7723 or email: victor.young@sfgov.org. To submit documentation, please forward to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Michael Canning, Ethics Commission
Andres Power, Mayor's Office

BOARD of SUPERVISORS



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MEMORANDUM

Date: June 24, 2024
To: Planning Department / Commission
From: Victor Young, Clerk of the Rules Committee
Subject: Board of Supervisors Legislation Referral - File No. 240692
Initiative Ordinance - Administrative Code - First Responder Student Loan Forgiveness Fund

- California Environmental Quality Act (CEQA) Determination
Ordinance / Resolution
Ballot Measure
Amendment to the Planning Code, including the following Findings:
Amendment to the Administrative Code, involving Land Use/Planning
General Plan Referral for Non-Planning Code Amendments
Historic Preservation Commission

Please send the Planning Department/Commission recommendation/determination to Victor Young at Victor.Young@sfgov.org.



OFFICE OF THE CONTROLLER
CITY AND COUNTY OF SAN FRANCISCO

Greg Wagner
Controller
ChiaYu Ma
Deputy Controller

Ms. Angela Calvillo
Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place Room 244
San Francisco, CA 94102-4689

July 18, 2024

RE: File 240692 – Initiative Ordinance – First Responder Student Loan Forgiveness Fund

Dear Ms. Calvillo,

The cost of the proposed ordinance would be dependent on decisions that the Mayor and Board of Supervisors make through the budget process, as an ordinance cannot bind future Mayors and Boards of Supervisors to provide funding for this or any other purpose. Should the proposed Charter amendment be approved by the voters, in my opinion, it would have no impact to a minimal impact on the cost of government of up to approximately \$315,000 annually for staff to administer the program once established.

The proposed ordinance would establish the First Responder Student Loan Forgiveness Fund (the Fund). The Fund would receive money appropriated by the Mayor and Board of Supervisors or private donations made to cover student loan payments and education costs of first responders employed by the City including paramedics, registered nurses, 911 dispatchers, and sworn members of the Police Department, Fire Department, and Sheriff's Department.

The ordinance specifies that the Department of Human Resources may establish a program to start making payments once the Fund contains at least \$1 million. No single employee may receive more than \$25,000. To be eligible, an employee must have started in 2025 or later and worked full-time for at least three consecutive years. Any disbursements from the Fund must be consistent with any relevant labor MOU's.

To the extent that future City funds are appropriated to the Fund, it may impact the cost of government but at a level that cannot be determined at this time. Should policymakers choose to fund this program, and should the Fund reach \$1 million, administrative costs could range from approximately \$125,000 to \$315,000 annually for one to two new staff within DHR to adopt rules and procedures and implement the Fund.

Sincerely,

Janice Levy FOR
Greg Wagner
Controller

Note: This analysis reflects our understanding of the proposal as of the date shown. At times further information is provided to us which may result in revisions being made to this analysis before the final Controller's statement appears in the Voter Information Pamphlet.