

File No. 180030

Committee Item No. 13

Board Item No. 7

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight
Board of Supervisors Meeting:

Date: February 7, 2018
Date: February 13, 2018

Cmte Board

- | | | |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input checked="" type="checkbox"/> | <input checked="" 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 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

Prepared by: John Carroll

Date: February 2, 2018

Prepared by: John Carroll

Date: February 8, 2018

1 [Settlement of Lawsuit - Elyse Duckett - \$250,000]

2
3 **Ordinance authorizing settlement of the lawsuit filed by Elyse Duckett against the City**
4 **and County of San Francisco for \$250,000; the lawsuit was filed on May 9, 2014, in San**
5 **Francisco Superior Court, Case No. CGC-14-539201; entitled Elyse Duckett vs. City and**
6 **County of San Francisco, et al.; the lawsuit involves an employment dispute.**

7
8 Be it ordained by the People of the City and County of San Francisco:

9 Section 1. Pursuant to Charter Section 6.102(5), the Board of Supervisors hereby
10 authorizes the City Attorney to settle the action entitled Elyse Duckett vs. City and County of
11 San Francisco, et al., San Francisco Superior Court, Case No. CGC-14-539201 by the
12 payment of \$250,000. The lawsuit involves an employment dispute.

13 Section 2. The above-named action was filed in San Francisco Superior Court on
14 May 9, 2014, and the following parties were named in the lawsuit: Plaintiff: Elyse Duckett;
15 Defendant: City and County of San Francisco.

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APPROVED AS TO FORM AND
RECOMMENDED:

DENNIS J. HERRERA
City Attorney


KATHARINE H. PORTER
Chief Labor Attorney


FUNDS AVAILABLE:


BEN ROSENFELD
Controller

n:\labor\112017\140839\01232661.docx

RECOMMENDED:

SAN FRANCISCO FIRE DEPARTMENT


JOANNE HAYES-WHITE
Chief of Department

APPROVED:


MAUREEN CONEFREY
Secretary, San Francisco Fire Commission

LEGISLATION RECEIVED CHECKLIST

Date

1/8/18

File Number (if applicable)

180030

- 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

RECEIVED
 BOARD OF SUPERVISORS
 SAN FRANCISCO
 2018 JAN -8 AM 11:49

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

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

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

Jay Perez 554-3869
 Name and Telephone Number

City Attorney
 Department

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