

File No. 180818

Committee Item No. 8

Board Item No. \_\_\_\_\_

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date: Sept. 19, 2018

Board of Supervisors Meeting:

Date: \_\_\_\_\_

### Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

### OTHER

- \_\_\_\_\_
- \_\_\_\_\_
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Prepared by: John Carroll

Date: Sept. 14, 2018

Prepared by: John Carroll

Date: \_\_\_\_\_

1 [Settlement of Lawsuit - Suzanne Montes - \$575,000]

2

3 **Ordinance authorizing settlement of the lawsuit filed by Suzanne Montes against the**  
4 **City and County of San Francisco for \$575,000; the lawsuit was filed on May 23, 2017,**  
5 **in the United States District Court, Case No. 3:17-CV-02928-JSC; entitled Suzanne**  
6 **Montes v. City and County of San Francisco, et al.; the lawsuit involves an employment**  
7 **dispute; other material terms of the settlement are restoring 384 hours of sick leave**  
8 **with pay and 240 hours of vacation to plaintiff.**

9

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

11 Section 1. Pursuant to Charter Section 6.102(5), the Board of Supervisors hereby  
12 authorizes the City Attorney to settle the action entitled Suzanne Montes v. City and County of  
13 San Francisco, et al., United States District Court, Case No. 3:17-CV-02928-JSC by the  
14 payment of \$575,000 and restoration of 384 hours of sick leave with pay and 240 hours of  
15 vacation to plaintiff. The lawsuit involves an employment dispute.

16 Section 2. The above-named action was filed in the United States District Court on  
17 May 23, 2017, and the following parties were named in the lawsuit: Plaintiff: Suzanne  
18 Montes; Defendants: Joanne Hayes-White, City and County of San Francisco.

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APPROVED AS TO FORM AND  
RECOMMENDED:

DENNIS J. HERRERA  
City Attorney


  
KATHARINE HOBIN PORTER  
Chief Labor Attorney

FUNDS AVAILABLE:

  
BEN ROSENFELD  
Controller

RECOMMENDED:

SAN FRANCISCO FIRE DEPARTMENT

  
JOANNE HAYES-WHITE  
Chief of San Francisco Fire Department

APPROVED:

  
MAUREEN CONEFREY  
Secretary, San Francisco Fire Commission

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Date 8/20/18

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

- Legislation for Introduction (NEW)
- Legislation Pending in Committee (AMENDED)
- Legislation for Board Agenda (AMENDED)

- ▶▶▶ Legislative Clerk
- ▶▶▶ Committee Clerk
- ▶▶▶ Deputy Clerk

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BOARD OF SUPERVISORS  
SAN FRANCISCO  
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**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**

**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**

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