

AN ORDINANCE **2016-04-28-0300**

**AUTHORIZING THE SUBMISSION OF AN EARLY HEAD START – CHILD CARE PARTNERSHIP GRANT APPLICATION TO THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES AND ACCEPTANCE UPON AWARD OF \$2,656,800.00 FOR THE PERIOD AUGUST 1, 2016 - JULY 31, 2017, A BUDGET OF \$3,321,000.00, WHICH INCLUDES AN IN-KIND MATCH OF \$664,200.00, AND A PERSONNEL COMPLEMENT OF 20 POSITIONS.**

\* \* \* \* \*

**WHEREAS**, in 2015, through City Council Ordinance No. 2015-04-02-0232, the Department of Human Services (DHS) accepted funds from the Department of Health and Human Services (HHS) to establish an Early Head Start - Child Care Program (EHS-CCP), an early childhood education and development program for low-income families with infants and toddlers (ages 6 weeks to 35 months); and

**WHEREAS**, EHS-CCP provides children with high-quality early education and care promoting physical, cognitive, social, and emotional development while allowing parents to work or engage in training or education; and

**WHEREAS**, as grantee, DHS provides program management, oversight, governance, family support and mental wellness services; and contracts with child care centers to provide the early education and care; and

**WHEREAS**, upon grant award, DHS will seek City Council authorization to enter into agreements with identified child care centers, as well as the University Health System to provide health services and the San Antonio Metropolitan Health District to provide dental services; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The City Manager or her designee, or the Director of the Department of Human Services (DHS) or her designee, is hereby authorized to submit an Early Head Start – Child Care Partnership (EHS-CCP) grant application to the U.S. Department of Health and Human Services (HHS) and to accept grant funds upon award in the amount of \$2,656,800.00 for the period August 1, 2016 - July 31, 2017. The City Manager or her designee, or the Director of DHS or her designee, is further authorized to execute any and all necessary documents to effectuate the application and acceptance. A copy of the grant application is incorporated herein for all purposes and is on file with DHS.

**SECTION 2.** A proposed budget, including an in-kind matching budget of up to \$664,200.00, attached hereto and incorporated herein for all purposes as **Attachment I**, is hereby approved and

KD/vv  
04/28/16  
Item #12

adopted for entry in the City books. Upon acceptance of this award, new funds and internal order numbers will be created, upon which the award amount of \$2,656,800.00 from the HHS will be appropriated in the fund. A formal final budget which will include Internal Order numbers, General Ledger numbers, and a department specific fund will be submitted by the department upon award.

**SECTION 3.** The proposed personnel complement of twenty (20) positions, which is attached hereto and incorporated herein for all purposes as **Attachment II**, is hereby approved.

**SECTION 4.** The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

**SECTION 5.** This ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

**PASSED AND APPROVED** this 28th day of April, 2016.



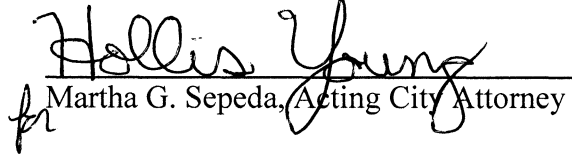
M A Y O R  
Ivy R. Taylor

ATTEST:



Leticia M. Vacek, City Clerk

APPROVED AS TO FORM:



Martha G. Sepeda, Acting City Attorney

<b>Agenda Item:</b>	<b>12 ( in consent vote: 5, 6, 7, 8, 9, 10, 11, 12, 13, 14A, 14B, 15, 18 )</b>						
<b>Date:</b>	04/28/2016						
<b>Time:</b>	10:28:39 AM						
<b>Vote Type:</b>	Motion to Approve						
<b>Description:</b>	An Ordinance authorizing the submission of an Early Head Start - Child Care Partnership grant application to the U.S. Department of Health and Human Services and acceptance upon award of \$2,656,800.00 for the period August 1, 2016 to July 31, 2017, a budget of \$3,321,000.00, which includes an in-kind match of \$664,200.00, and a personnel complement of 20 positions. [María Villagómez, Assistant City Manager; Melody Woosley, Director, Human Services]						
<b>Result:</b>	Passed						
<b>Voter</b>	<b>Group</b>	<b>Not Present</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Motion</b>	<b>Second</b>
Ivy R. Taylor	Mayor		x				
Roberto C. Treviño	District 1		x				
Alan Warrick	District 2		x				
Rebecca Viagran	District 3		x				x
Rey Saldaña	District 4	x					
Shirley Gonzales	District 5		x				
Ray Lopez	District 6		x				
Cris Medina	District 7		x			x	
Ron Nirenberg	District 8		x				
Joe Krier	District 9		x				
Michael Gallagher	District 10		x				

# Attachment I

## 2016-2017 Early Head Start Program August 1, 2016 to July 31, 2017

REVENUES:		BUDGET
4501100	Grants Federal - Operating	\$ 2,656,800
	<b>Subtotal Grant</b>	<b>\$ 2,656,800</b>
6500000	In Kind Revenue	\$ 664,200
	<b>Subtotal (In Kind)</b>	<b>\$ 664,200</b>
	 <b>TOTAL REVENUES</b>	 <b>3,321,000</b>

### APPROPRIATIONS:

#### 138000000xxx 2016-2017 Early Head Start COSA

5101010	Regular Salaries	\$ 678,693
5101020	Overtime Salaries	-
5101050	Language Skill Pay	690
5101070	Retiree Payout Sal	-
5103005	FICA & Medicare Exp	51,920
5103010	Life Insurance	679
5103035	Pers Leave Buy Back	6,700
5103056	Transportation Allow	540
5103105	Cell Phone Reimburse	1,200
5105010	Retirement Exp	71,059
5170040	CivIn Actv Healthcr	110,319
5202020	Contractual Services-COSA	120,070
5203040	Adv and Publications	1,000
5203050	Membership Dues	500
5203060	Binding & Printing	3,000
5203070	Subs to Publications	300
5203090	Transportation Fees	4,800
5204050	Maint - Buildings	8,400
5205010	Mail and Parcel Post	350
5205020	Rental Office Equip.	2,240
5207010	Travel-Official	15,000
5208530	Alarm and Sec. Serv.	7,339
5302010	Office Supplies	6,000
5304010	Food	2,000
5304075	Computer Software	2,300
5304080	Other Commodities	3,000
5403040	Cell Phone Services	2,100
5404520	Software Licenses	1,200
5404530	Gas and Electricity	4,750
5404540	Water and Sewer	1,092

## Attachment I

5407032	DW Other	1,000
5501000	Cap<5000 - Comp Equ.	2,000
	<b>Total 138000000xx</b>	<hr/> <b>\$ 1,110,240</b>

**Attachment I**

**13800000xxx 2016-2017 Early Head Start COSA T&TA**

5201025	Education - Classes	29,000
5201040	Fees to Prof. Contractors	20,000
5202020	Contractual Services	15,800
	<b>Total 13800000xxx</b>	<b>\$ 64,800</b>

**13800000xxxx 2016-2017 Early Head Start Centers**

5202020	Contractor- Ella Austin	439,040
5202020	Contractor- Healy Murphy	384,160
5202020	Contractor - Inman Christian Center	164,640
5202020	Contractor - Seton Home	109,760
5202020	Contractor - YWCA	137,200
5202020	Contractor- To Be Determined	246,960
	<b>Total 13800000xxx</b>	<b>\$ 1,481,760</b>

**13800000xxxx 2016-2017 Head Start - In Kind**

6602025	In Kind Other Contra	\$ 664,200
	<b>Total 13800000xxxx</b>	<b>\$ 664,200</b>

**TOTAL APPROPRIATIONS** **\$ 3,321,000**

HEAD START/EARLY HEAD START PROGRAM  
AUGUST 1, 2016 to JULY 31, 2017  
PERSONNEL COMPLEMENT

Positions 13800000XXXX 2016-2017 EARLY HEAD START	Job Class	Current Number of Positions	Add/Delete	Budget FY 2016- 2017 Positions
ADMINISTRATIVE ASSISTANT II	0041	1		1
SPECIAL PROJECTS MANAGER	0866	1		1
SENIOR MANAGEMENT ANALYST	0999	1		1
MANAGEMENT ANALYST	0046	5	2	7
FISCAL ANALYST	2218	1		1
FAMILY SUPPORT WORKER	2283	7		7
DESIGN COMMUNICATIONS COORDINATOR	2142	1		1
FAMILY SUPPORT SUPERVISOR	2289	1		1
<b>13800000XXXX 2016-2017 HEAD START COSA</b>		<b>18</b>	<b>2</b>	<b>20</b>
<b>TOTAL POSITIONS FOR HEAD START PROGRAM</b>		<b>18</b>	<b>2</b>	<b>20</b>