

AN ORDINANCE      2017-04-13-0240

**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 \$2,703,456.00 FOR THE PERIOD AUGUST 1, 2017 - JULY 31, 2018, A BUDGET OF \$3,379,321.00 WHICH INCLUDES AN IN-KIND MATCH OF \$675,865.00, AND A PERSONNEL COMPLEMENT OF 16 POSITIONS.**

\* \* \* \* \*

**WHEREAS**, in 2015, HHS awarded the Department of Human Services (DHS) a grant to establish an Early Head Start - Child Care Partnership (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; 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 \$2,703,456.00 for the period August 1, 2017 - July 31, 2018. 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, and to apply for and accept additional funds from HHS if awarded and matching funds are available in City's budget. 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 \$675,865.00, attached and incorporated for all purposes as **Attachment I**, is hereby approved and 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 \$2,703,456.00 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 sixteen (16) 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 13<sup>th</sup> day of April, 2017.**

**M A Y O R**  
Ivy R. Taylor

**ATTEST:**

  
\_\_\_\_\_  
Leticia M. Vadek, City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
For Andy Segovia, City Attorney

<b>Agenda Item:</b>	<b>8 ( in consent vote: 4, 5, 6, 7, 8, 9, 10, 11, 12 )</b>						
<b>Date:</b>	04/13/2017						
<b>Time:</b>	10:15:06 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 \$2,703,456.00 for the period of August 1, 2017 - July 31, 2018, a budget of \$3,379,321.00, which includes an in-kind match of \$675,865.00 and a personnel complement of 16 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			x	
Alan Warrick	District 2		x				x
Rebecca Viagran	District 3		x				
Rey Saldaña	District 4		x				
Shirley Gonzales	District 5	x					
Ray Lopez	District 6		x				
Cris Medina	District 7		x				
Ron Nirenberg	District 8		x				
Joe Krier	District 9		x				
Michael Gallagher	District 10		x				

**2017-2018 Early Head Start - Child Care Partnership Program  
August 1, 2017 to July 31, 2018**

<b>REVENUES:</b>		<b>BUDGET</b>	
4501100	Grants Federal - Operating	\$	2,703,456
	<b>Subtotal Grant</b>	<b>\$</b>	<b>2,703,456</b>
6500000	In Kind Revenue	\$	675,865
	<b>Subtotal (In Kind)</b>	<b>\$</b>	<b>675,865</b>
	<b>TOTAL REVENUES</b>		<b>3,379,321</b>

**APPROPRIATIONS:****138000000xxx 2017-2018 Early Head Start COSA**

5101010	Regular Salaries	\$	657,430
5101020	Overtime Salaries		-
5101050	Language Skill Pay		3,000
5101070	Retiree Payout Sal		-
5103005	FICA & Medicare Exp		50,294
5103010	Life Insurance		657
5103035	Pers Leave Buy Back		1,200
5103056	Transportation Allow		540
5103105	Cell Phone Reimburse		1,200
5105010	Retirement Exp		74,618
5170040	Civln Actv Healthcr		126,155
5202020	Contractual Services-COSA		57,175
5203040	Adv and Publications		-
5203050	Membership Dues		500
5203060	Binding & Printing		3,000
5203070	Subs to Publications		300
5203090	Transportation Fees		4,980
5204050	Maint - Buildings		7,043
5205010	Mail and Parcel Post		600
5205020	Rental Office Equip.		2,587
5207010	Travel-Official		20,000
5208530	Alarm and Sec. Serv.		6,732
5302010	Office Supplies		6,000
5304010	Food		4,000
5304075	Computer Software		2,300
5304080	Other Commodities (Materials, ie ELAP, ASQ, et		8,000
5403040	Cell Phone Services		1,900
5403510	Wireless Data Communication		1,056
5404520	Software Licenses		1,000
5404530	Gas and Electricity		4,583
5404540	Water and Sewer		474
5407032	DW Other		800



# Attachment I

5501065

Cap<5000 - Furniture & Fixtures

Total 138000000xx

2,500

---

\$ 1,050,624

**138000000xxx 2017-2018 Early Head Start COSA T&TA**

5201025	Education - Classes		22,000
5201040	Fees to Prof. Contractors		32,800
5304080	Other Commodities (Classroom & Training)		10,000
<b>Total 138000000xxx</b>		<b>\$</b>	<b>64,800</b>

**13800000xxxx 2017-2018 Early Head Start Centers**

5202020	Contractor- Blessed Sacrament	\$	205,856
5202020	Contractor- Ella Austin		470,528
5202020	Contractor- Healy Murphy		411,712
5202020	Contractor - Inman Christian Center		205,856
5202020	Contractor - Seton Home		147,040
5202020	Contractor - YWCA		147,040
<b>Total 138000000xxx</b>		<b>\$</b>	<b>1,588,032</b>

**13800000xxxx 2017-2018 Head Start - In Kind**

6602025	In Kind Other Contra	\$	675,865
<b>Total 13800000xxxx</b>		<b>\$</b>	<b>675,865</b>

**TOTAL APPROPRIATIONS**

<b>\$</b>	<b>3,379,321</b>
-----------	------------------

**2017-2018 Early Head Start - Child Care Partnership Program**  
**August 1, 2017 to July 31, 2018**

5202020	Contractor- Blesssed Sacrament	28	205,856
5202020	Contractor- Ella Austin	64	470,528
5202020	Contractor- Healy Murphy	56	411,712
5202020	Contractor - Inman Christian Center	28	205,856
5202020	Contractor - Seton Home	20	147,040
5202020	Contractor - YWCA	20	147,040
		216	1,588,032

## Attachment II

Positions 13800000XXXX 2017-2018 EARLY HEAD START	Job Class	Current Number of Positions	Add/Delete	Budget FY 2017- 2018 Positions
ADMINISTRATIVE ASSISTANT II	0041	1	(1) *	0
SPECIAL PROJECTS MANAGER	0866	1		1
SENIOR MANAGEMENT ANALYST	0999	1		1
MANAGEMENT ANALYST	0046	7	(2) *	5
FISCAL ANALYST	2218	1		1
FAMILY SUPPORT WORKER	2283	7		7
DESIGN COMMUNICATIONS COORDINATOR	2142	1	(1) *	0
FAMILY SUPPORT SUPERVISOR	2289	1		1
<b>13800000XXXX 2017-2018 HEAD START COSA</b>		<b>20</b>	<b>(4)</b>	<b>16</b>
<b>TOTAL POSITIONS FOR HEAD START PROGRAM</b>		<b>20</b>	<b>(4)</b>	<b>16</b>

*\* 1 Administrative Assistant II position, 2 Management Analyst positions, and 1 Design Communications Coordinator position given up by Early Head Start-Child Care Partnership grant and accepted by Head Start grant.*