

ORDINANCE 2020-04-30-0299

APPROVING THE SUBMISSION OF AN APPLICATION TO THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE EARLY HEAD START-CHILD CARE PARTNERSHIP GRANT AND ACCEPTANCE UPON AWARD OF UP TO \$2,847,532.00, A BUDGET INCLUDING AN IN-KIND GRANT MATCH OF \$711,883.00, AND REVISED PERSONNEL COMPLEMENTS FOR THE HEAD START AND EARLY HEAD START-CHILD CARE PARTNERSHIP PROGRAMS, AND APPROVING CONTINUED TECHNICAL ASSISTANCE FOR THE ELLA AUSTIN COMMUNITY CENTER.

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WHEREAS, in 2015, the U.S. Department of Health and Human Services 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) in addition to the City's Head Start preschool program for children ages 3 and 4 years old; and

WHEREAS, EHS-CCP promotes physical, cognitive, social, and emotional development in six childcare centers located in the San Antonio and Edgewood independent school districts while allowing parents to work or engage in training or education and on February 26, 2020, HHS notified DHS of available funding; and

WHEREAS, on April 30, 2020, City Council discussed continued technical assistance for the Ella Austin Community Center; **NOW THEREFORE:**

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

SECTION 1. Submission of an Early Head Start – Child Care Partnership (EHS-CCP) grant application to the U.S. Department of Health and Human Services (HHS) and acceptance upon award of up to \$2,847,532.00 for the period August 1, 2020 - July 31, 2021 is approved. A copy of the grant application is on file with DHS.

SECTION 2. City staff will continue to provide technical assistance to the Ella Austin Community Center, and the City Manager shall provide an update to the City Council regarding plans for continued technical assistance, addressing technical deficiencies, and possible options for support of child services by the Ella Austin Community Center.

SECTION 3. The City Manager or designee, or the Director of the DHS or designee, is further authorized to negotiate and execute any and all necessary documents to effectuate the application and acceptance of the grant, and to execute grant contract amendments pertaining to the grant

when approved by HHS, to include: a) carry-over funds; b) line item budget revisions; c) modifications to the performance measures so long as the terms stay within the general parameters of the intent of the grant; d) no cost extensions; e) supplemental grant funds in an amount up to 20% of the total amount initially awarded; f) reimbursement increases or decreases due to a change in the number of participant served; g) one-time equipment purchases or defined program services; and h) changes in regulations.

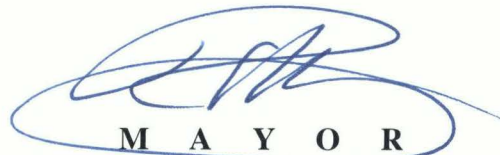
SECTION 4. A proposed total budget of \$3,559,415.00, which includes an in-kind matching budget of up to \$711,883.00, which is attached hereto and incorporated herein for all purposes as **Attachment I**, is approved and adopted for entry in the City books. Upon acceptance of this award, new funds and internal order numbers will be created, upon which the award amount from HHS will be appropriated in the fund. A formal final budget which will include a department specific fund, Internal Order numbers, and General Ledger numbers will be submitted by the department upon award.

SECTION 5. The proposed revised personnel complements of sixteen (16) positions for the EHS-CCP program and ninety-eight (98) positions for the Head Start program, which is attached hereto and incorporated herein for all purposes as **Attachment II**, is hereby approved.

SECTION 6. The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Cost Centers, WBS Elements, Internal Orders, General Ledger Accounts, and Fund Numbers as necessary to carry out the purpose of this Ordinance.

SECTION 7. This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this 30th day of April, 2020.


M A Y O R
Ron Nirenberg

ATTEST:


Tina Flores, Acting City Clerk

APPROVED AS TO FORM:


Andrew Segovia, City Attorney



City of San Antonio

City Council

April 30, 2020

Item: 9

Enactment Number:

File Number: 20-3016

2020-04-30-0299

Ordinance approving the submission of an application to the U.S. Department of Health and Human Services for the Early Head Start-Child Care Partnership Grant and acceptance upon award of up to \$2,847,532.00, a budget including an in-kind grant match of \$711,883.00, and revised personnel complements for the Head Start and Early Head Start-Child Care Partnership programs. [Colleen M. Bridger, MPH, PhD, Assistant City Manager; Melody Woosley, Director, Human Services]

Councilmember Jada Andrews-Sullivan made a motion to approve. Councilmember Ana E. Sandoval seconded the motion. The motion passed by the following vote:

Aye: 11 Nirenberg, Treviño, Andrews-Sullivan, Viagran, Rocha Garcia,
Gonzales, Cabello Havrda, Sandoval, Pelaez, Courage and Perry

KD
04/30/2020
Item No. 9

ATTACHMENT I

2020-2021 Early Head Start - Child Care Partnership Program
August 1, 2020 to July 31, 2021

REVENUES:	2019 - 2020	+ / -	2020 - 2021
4501000 Grants Federal - Operating	\$ 2,847,532	\$ 0	\$ 2,847,532
Subtotal Grant	\$ 2,847,532	\$ 0	\$ 2,847,532
6500000 In Kind Revenue	\$ 711,883	\$ 0	\$ 711,883
Subtotal (In Kind)	\$ 711,883	\$ 0	\$ 711,883
TOTAL REVENUES	\$ 3,559,415	\$ 0	\$ 3,559,415

APPROPRIATIONS:

138000000xxx 2020-2021 EHS-CCP COSA

5101010 Regular Salaries	\$ 738,116	\$ 7,422	\$ 745,538
5101020 Overtime Salaries	0	0	0
5101050 Language Skill Pay	4,800	(1,200)	3,600
5101070 Retiree Payout Sal	0	0	0
5103005 FICA & Medicare Exp	56,466	568	57,034
5103010 Life Insurance	738	8	746
5103035 Pers Leave Buy Back	7,000	0	7,000
5103056 Transportation Allow	780	(780)	0
5103105 Cell Phone Reimburse	0	0	0
5105010 Retirement Exp	86,065	2,952	89,017
5170040 Civln Actv Healthcr	111,746	2,236	113,982
5201040 Fees to Pros	10,150	(3,500)	6,650
5202020 Contractual Services-COSA	69,200	(6,200)	63,000
5203040 Adv and Publications	300	0	300
5203050 Membership Dues	0	0	0
5203060 Binding & Printing	2,473	(973)	1,500
5203070 Subs to Publications	0	0	0
5203080 Subs to Comp. Serv	2,351	0	2,351
5203090 Transportation Fees	5,000	(2,500)	2,500
5204050 Maint - Buildings	11,592	0	11,592
5205010 Mail and Parcel Post	0	0	0
5205020 Rental Office Equip.	1,000	0	1,000
5208530 Alarm and Sec. Serv.	0	0	0
5302010 Office Supplies	2,000	272	2,272
5304010 Food	1,600	(600)	1,000
5304075 Computer Software	0	0	0
5304080 Other Commodities	0	0	0
5403040 Cell Phone Services	1,548	252	1,800
5403510 Wireless Data Communication	1,824	(1,024)	800
5404520 Software Licenses	0	0	0
5404530 Gas and Electricity	3,300	(700)	2,600
5404540 Water and Sewer	250	0	250
5407032 DW Other	1,233	(233)	1,000
5501000 Cap<5000 - Computer Equipment	0	4,000	4,000
Total 138000000xx	\$ 1,119,532	\$ 0	\$ 1,119,532

138000000xxx 2020-2021 EHS-CCP COSA T&TA

5101010 Regular Salaries	23,796	5,231	29,027
5101050 Language Skill Pay	0	0	0
5103005 FICA & Medicare Exp	1,821	400	2,221
5103010 Life Insurance	24	5	29
5105010 Retirement Exp	2,775	708	3,483
5170040 Civln Actv Healthcr	3,713	0	3,713
5201025 Education - Classes	5,045	(3,045)	2,000
5201040 Fees to Prof. Contractors	18,250	(3,620)	14,630
5207010 Travel-Official	5,330	(1,170)	4,160

5302010 Office Supplies	0	2,537	2,537
5304010 Food	4,046	(1,046)	3,000
Total 138000000xxx	\$ 64,800	\$ 0	\$ 64,800

13800000xxxx 2020-2021 EHS-CCP Centers

5202020 Contractor- Blessed Sacrament	215,600	\$ 61,600	\$ 277,200
5202020 Contractor- Ella Austin	492,800	(123,200)	369,600
5202020 Contractor- Healy Murphy	431,200	61,600	492,800
5202020 Contractor - Inman Christian Center	215,600	0	215,600
5202020 Contractor - Seton Home	154,000	0	154,000
5202020 Contractor - YWCA	154,000	0	154,000
Total 138000000xxx	\$ 1,663,200	\$ 0	\$ 1,663,200

13800000xxxx 2020-2021 EHS-CCP In Kind

6602025 In Kind Other Contra	711,883	\$ 0	\$ 711,883
Total 138000000xxxx	\$ 711,883	\$ 0	\$ 711,883

TOTAL APPROPRIATIONS	\$ 3,559,415	\$ 0	\$ 3,559,415
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ATTACHMENT II

EARLY HEAD START-CHILD CARE PARTNERSHIP PROGRAM
AUGUST 1, 2020 to JULY 31,2021
PERSONNEL COMPLEMENT

Positions	Job Class	Current Number of Positions	Add/Delete	FY 2020-2021 Positions
13800000XXXX 2020-2021 EARLY HEAD START- CCP				
SENIOR MANAGEMENT ANALYST	0999	1	1 *	2
MANAGEMENT ANALYST	0046	4	1	5
SPECIAL PROJECTS MANAGER	0866	1		1
FAMILY SUPPORT WORKER	2283	7		7
FAMILY SUPPORT SUPERVISOR	0046	1		1
SERVICES MANAGER	2145	1	(1) *	0
13800000XXXX 2020-2021 EARLY HEAD START- CCP		15	1	16

TOTAL POSITIONS FOR EARLY HEAD START - CCP PROGRAM	15	1	16
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1 Senior Management Analyst created in lieu of Services Manager

CITY OF SAN ANTONIO HEAD START PRE-K PROGRAM
FEBRUARY 1, 2020 TO JANUARY 31, 2021
PERSONNEL COMPLEMENT

POSITIONS	JOB CLASS	Ordinance 2019-10-17-0848	ADD/DELETE	PROPOSED 2020-2021
ADMINISTRATIVE ASSISTANT I	0040	2		2
ADMINISTRATIVE ASSISTANT II	0041	1		1
ADMINISTRATIVE ASSOCIATE	2063	1		1
MANAGEMENT ANALYST	0046	12		12
SPECIAL PROJECTS MANAGER	0866	3		3
SENIOR MANAGEMENT ANALYST	0999	6		6
HEAD START PROGRAM ADMINISTRATOR	2187	1		1
FISCAL MANAGER	2216	1		1
FISCAL ANALYST	2218	2		2
ACCOUNTANT	2220	1		1
FAMILY SUPPORT COORDINATOR	2290	1		1
FAMILY SUPPORT SUPERVISOR	2289	5		5
FAMILY SUPPORT WORKER	2283	43	7	50
CASE AIDE	0985	5		5
DESIGN COMMUNICATIONS COORDINATOR	2142	1		1
SENIOR MANAGEMENT COORDINATOR	0997	1		1
SENIOR FAMILY SUPPORT WORKER	2461	5		5
TOTAL POSITIONS FOR HEAD START PK PROGRAM		91	7	98