

AN ORDINANCE 2014 - 04 - 17 - 0255

AUTHORIZING THE SUBMISSION OF AN AMENDED HEAD START GRANT APPLICATION TO THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES AND ACCEPTANCE UPON AWARD OF AN AMENDED AMOUNT UP TO \$22,090,151.00 FOR THE PERIOD OF FEBRUARY 1, 2014 – JANUARY 31, 2015; AUTHORIZING A BUDGET, INCLUDING AN IN-KIND MATCH OF UP TO \$5,522,538.00, AND A PERSONNEL COMPLEMENT FOR THE DEPARTMENT OF HUMAN SERVICES; AND AUTHORIZING CONTRACT AMENDMENTS FOR THE PURPOSE OF ALLOCATING AMENDED GRANT FUNDING AND IMPLEMENTING PROGRAM IMPROVEMENTS.

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WHEREAS, the Head Start program, administered by the U.S. Department of Health and Human Services (HHS), is a federally-funded early childhood education and development program providing education and family support services to children between the ages of three and five; and

WHEREAS, the City of San Antonio Head Start program provides high quality program services to children and their families in 26 Head Start centers located in the San Antonio Independent School District and the Edgewood Independent School District; and

WHEREAS, in October 2013, the City submitted the initial Head Start grant refunding application for the period of February 1, 2014 - January 31, 2015, and was awarded funding in the amount of \$20,671,248.00 to serve 2,861 children, an amount which reflected a sequestration funding reduction of 5.27 percent for the grant period; and

WHEREAS, on February 25, 2014, HHS notified the City of the availability of funds to reinstate the 5.27 percent reduction and to provide the program with cost of living adjustments, for a total available funding amount of up to \$22,090,151.00 to serve 3,020 children; **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 amended Head Start grant application to the U.S. Department of Health and Human Services (HHS) and accept grant funds in an amended amount up to \$22,090,151.00 for the operation of the City of San Antonio Head Start Program for the period February 1, 2014 through January 31, 2015. 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 amended grant application is incorporated herein for all purposes and is on file with DHS.

SECTION 2. The City Manager or her designee, or the Director of DHS or her designee, is further authorized to negotiate and execute contract amendments with the existing Council-approved Head Start service providers listed on the budget attached hereto and incorporated herein for all purposes as **Attachment III**, for the purpose of allocating the amended grant funding and shifting funds to implement program improvements, provided however, that the cumulative total of all Head Start contracts, as amended, shall not exceed the total grant amount awarded by HHS.

SECTION 3. Upon acceptance of award, fund 26022000 entitled “Dept. of Health & Human Services” is hereby designated for use in the accounting for the fiscal transaction in the acceptance of this grant and the sum of up to \$22,090,151.00 from HHS will be appropriated in said fund. Upon award, a department specific fund will be assigned.

SECTION 4. A proposed budget, including an in-kind match of up to \$5,522,538.00, is attached hereto and incorporated herein for all purposes as **Attachment I**. 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 5. The proposed personnel complement of eight-seven (87) positions, 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 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 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 17th day of April, 2014.

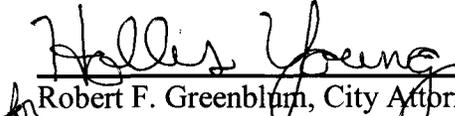

M A Y O R
Julián Castro

ATTEST:



Leticia M. Vadek, City Clerk

APPROVED AS TO FORM:



for Robert F. Greenblum, City Attorney

Voting Results Interface

Agenda Item:	15 (in consent vote: 4, 5, 6, 7, 8, 9, 11, 13, 14, 15, 16, 17, 17A, 17B, 18, 18A, 18B, 19, 21, 23, 24, 26, 27, 28, 29, 30, 30A, 30B, 31)						
Date:	04/17/2014						
Time:	09:47:00 AM						
Vote Type:	Motion to Approve						
Description:	An ordinance authorizing the submission of an amended Head Start grant application to the U.S. Department of Health and Human Services and acceptance upon award of an amended amount up to \$22,090,151.00 for the period of February 1, 2014 - January 31, 2015; a budget, including an in-kind match of up to \$5,522,538.00, and a personnel complement for the Department of Human Services; and contract amendments for the purpose of allocating amended grant funding and implementing program improvements [Gloria Hurtado, Assistant City Manager; Melody Woosley, Director, Department of Human Services]						
Result:	Passed						
Voter	Group	Not Present	Yea	Nay	Abstain	Motion	Second
Julián Castro	Mayor		x				
Diego Bernal	District 1		x				
Ivy R. Taylor	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			x	
Michael Gallagher	District 10		x				

**2014 Head Start Program
February 1, 2014-January 31, 2015**

REVENUES:

4501100 Grants Federal - Operating	\$	22,090,151
Subtotal Grant	\$	22,090,151
6500000 In Kind Revenue	\$	5,522,538
Subtotal (In Kind)	\$	5,522,538
TOTAL REVENUES	\$	27,612,689

APPROPRIATIONS:

13800000xxxx 2014 Head Start COSA

5101010 Regular Salaries	\$	3,447,606
5101020 Overtime Salaries		200
5101050 Language Skill Pay		28,800
5103005 FICA & Medicare Expense		263,742
5103010 Life Insurance		3,448
5103035 Personal Leave Buy Back		22,900
5103056 Transportation Allowance		1,080
5103105 Cell Phone Reimbursement		2,400
5104030 Flex Benefits Contr		650,930
5105010 Retirement Exp		367,170
5201025 Education - Classes		36,000
5201040 Fees to Prof. Contractors		324,000
5202020 Contractual Services - COSA		338,331
5203040 Adv and Publications		1,500
5203050 Membership Dues		440
5203060 Binding & Printing		36,000
5203070 Subs to Publications		660
5203090 Transportation Fees		32,800
5204050 Maintenance -Buildings		243,000
5204060 Cleaning Services		24,500
5204090 Maint & Rep - Automotive		1,100
5205010 Mail and Parcel Post		2,200
5205020 Rental of Office Equipment		33,600
5205030 Rental of Other Office Equipment		6,094
5206010 Rental of Facilities		-
5207010 Official Travel (out of town)		19,815
5208530 Alarm and Security Services		62,000

5301020 M&R Parts Automotive	1,092
5302010 Office Supplies	45,800
5304010 Food	26,107
5304075 Computer Software	38,500
5304080 Other Commodities	1,100
5403040 Cellular Phone Service	26,796
5403060 Domain Names	330
5403510 Wireless Data Communications	3,564
5403545 Motor Fuel and Lubricants	2,200
5404520 Software Licenses	1,945
5404530 Gas and Electricity	16,200
5404540 Water and Sewer	6,889
5407032 DW Other	3,630
5501000 Cap <5000 - Computer Equipment	5,000
5501055 Cap <5000 - Mach & Equip Other	2,200
5501065 Cap <5000 - Furniture & Fix	3,000
Total 13800000xxxx	\$ 6,134,669

13800000xxxx 2014 Head Start COSA - T&TA

5101010 Regular Salaries	\$ 109,640
5101050 Language Skill Pay	0
5103005 FICA & Medicare Expense	8,387
5103010 Life Insurance	110
5103035 Personal Leave Buy Back	0
5103105 Cell Phone Reimbursement	0
5104030 Flex Benefits Contr	15,316
5105010 Retirement Exp	11,677
5201040 Fees to Prof. Contractors	15,000
5202020 Contractual Services - COSA	27,039
5203040 Education - Classes	12,000
5203070 Binding & Printing	10,332
5207010 Official Travel (out of town)	3,200
Total 13800000xxxx	\$ 212,701

13800000xxxx 2014 Head Start - San Antonio ISD-Education

5202020 Contractual Services	\$ 11,445,414
Total 13800000xxxx	\$ 11,445,414

13800000xxxx 2014 Head Start - Edgewood ISD-Education

5202020 Contractual Services	\$ 4,111,633
Total 13800000xxxx	\$ 4,111,633

13800000xxxx 2014 Head Start - University Health System

5202020 Contractual Services	\$ 76,445
Total 13800000xxxx	\$ 76,445

13800000xxxx 2014 Head Start - SA Metro Health

5202020 Contractual Services	\$	<u>109,289</u>
Total 13800000xxxx	\$	109,289

13800000xxxx 2014 Head Start - In Kind

6602025 In Kind Other Contractual	\$	<u>5,522,538</u>
Total 13800000xxxx	\$	5,522,538

TOTAL APPROPRIATIONS	\$	<u><u>27,612,689</u></u>
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Attachment II

**HEAD START PROGRAM
FEBRUARY 1,2014 to JANUARY31,2015
PERSONNEL COMPLEMENT**

Positions 13800000XXXX 2014 HEAD START COSA	Job Class	Current Number of Positions	Add/Delete	Budget FY 2014 Positions
ADMINISTRATIVE ASSISTANT I	0040	2	0	2
MANAGEMENT ANALYST	0046	9	0	9
SPECIAL PROJECTS MANAGER	0866	4	0	4
SENIOR MANAGEMENT ANALYST	0999	6	0	6
HEAD START PROGRAM ADMINISTRATOR	2187	1	0	1
FISCAL MANAGER	2216	1	0	1
FISCAL ANALYST	2218	1	0	1
ACCOUNTANT	2220	1	0	1
BEHAVIOR MANAGEMENT SPECIALIST	2288	2	0	2
FAMILY SUPPORT COORDINATOR	2290	2	0	2
FAMILY SUPPORT SUPERVISOR	2289	4	0	4
FAMILY SUPPORT WORKER	2283	52	0	52
CASE AIDE	0985	2	0	2
13800000XXXX 2014 HEAD START COSA		87	0	87
TOTAL POSITIONS FOR HEAD START PROGRAM		87	0	87

Head Start
Contractor Funding

Category: Education and Early Childhood and Training & Technical Assistance

Provider	FY 2014 Allocation	Period
San Antonio ISD	\$11,445,414	February 1, 2014 - January 31, 2015
Edgewood ISD	\$4,111,633	

Category: Child Medical Services

Provider	FY 2014 Allocation	Period
University Health System	\$ 76,445	February 1, 2014 - January 31, 2015

Category: Child Oral Health Services

Provider	FY 2014 Allocation	Period
San Antonio Metropolitan Health Department	\$ 109,289	February 1, 2014 - January 31, 2015