



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** ASSESSOR-COUNTY CLERK-  
RECORDER-ELECTIONS

**File #:** 24-480

Board Meeting Date: 6/25/2024

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Mark Church, Chief Elections Officer & Assessor-County Clerk-Recorder

**Subject:** HAVA Reimbursement Funds Regarding Polling Place Accessibility  
Training Program

### **RECOMMENDATION:**

Adopt a resolution authorizing the Chief Elections Officer, or designee(s), to enter into an agreement with the California Secretary of State for and to receive, on behalf of the County, federal funds under the Help America Vote Act provided for polling place accessibility training and associated costs, in an amount not to exceed \$52,446.11.

### **BACKGROUND:**

The County has qualified for a grant of federal funding under the Help America Vote Act through the California Secretary of State, reimbursing the San Mateo County Registration & Elections Division in an amount not to exceed \$52,446.11 for one or more of the following purposes, as further defined in the agreement:

- Reimbursement for travel expenses incurred for staff to attend a regional training session sponsored by the Secretary of State;
- Reimbursement for staff salaries and benefits incurred for accessibility surveys of polling places or for training staff to survey polling places;
- Reimbursement for other expenses to make polling places, including the path of travel, entrances, exits, and voting areas of each polling facility, accessible to individuals with the full range of disabilities that enhance access and participation;
- Reimbursement for costs associated with the acquisition or deployment of a remote accessible vote by mail system; and
- Reimbursement for funds expended for assessment supplies or equipment as needed, as further defined therein.

### **DISCUSSION:**

The Elections Division seeks authority to accept the HAVA funds for enhancing polling place accessibility. The funds will be used to improve accessibility for voters throughout San Mateo County. Such expenditures include training for staff and purchases of items to improve access at Vote Centers.

The grant agreement, which uses the State of California Department of General Services Standard Agreement form, is included.

The County Attorney has reviewed and approved as to form the resolution.

**FISCAL IMPACT:**

There is no net County cost associated with accepting these state reimbursement funds.