



# County of San Mateo

## Inter-Departmental Correspondence

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

**File #:** 24-481

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 Election Security

### **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 election security and associated costs, in an amount not to exceed \$168,000.

### **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 \$168,000.00 for one or more of the following purposes, as further defined in the agreement:

- **Cybersecurity:** Activities related to the improvement and enhancement of county cybersecurity;
- **Physical Security:** Activities related to the improvement and enhancement of county physical security;
- **Security and Privacy Awareness Training:** Creating awareness and educating employees and other users of information systems on the information security risks associated with the activities related to their job roles, as well as their responsibilities in complying with an organization's security policies and procedures designed to reduce these risks. Training for staff that encompass essential knowledge and skills that help maintain the security and integrity of elections;
- **Incident Response:** Costs related to responding to an election security incident.

### **DISCUSSION:**

The Elections Division seeks authority to accept the HAVA funds for election security. The funds will be used to help protect and improve the physical security of the Elections Office and the County and

Department network.

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.