

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

July 9, 2024

FROM

STEPHENIE SHEA, Registrar of Voters

SUBJECT

Grant Revenue Agreement with the Secretary of State for Award of Help America Vote Act Funds for Election Security Funding

RECOMMENDATION(S)

1. Approve **Agreement No. 24-630** (Revenue Agreement No. 23G27136) with the State of California Secretary of State, allowing reimbursement to the Registrar of Voters for activities to improve the administration of elections, including to enhance election technology and make election security improvements as authorized under sections 101, 103 and 104 of Help America Vote Act, in an amount not to exceed \$249,000, effective upon execution by both the State of California - Department for General Services and the County through June 30, 2025.
2. Authorize the Registrar of Voters or Assistant Registrar of Voters to execute any necessary documentation required by the State of California to receive the grant funds, and any subsequent non-substantive amendments to Revenue Agreement No. 23G27136, subject to review by County Counsel.
3. Direct the Registrar of Voters or Assistant Registrar of Voters to transmit any non-substantive amendments to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Stephenie Shea, Registrar of Voters, 387-2100)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

Pursue County Goals and Objectives by Working with Other Agencies.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost) as all applicable grant expenses, related to physical or cyber security, will be reimbursed by the State. The State Revenue Agreement No. 23G27136 (Agreement) contains a maximum reimbursement amount of \$249,000 to the County in connection with specified Help America Vote Act (HAVA) program expenditures through June 30, 2025. No match is required for this Agreement. The Registrar of Voters (ROV) will be reimbursed under this Agreement upon submittal of invoices to the State for applicable security-related expenses. Approval of the necessary budget adjustments to the ROV 2024-25 budget is not requested at this time but will be included in a future budget adjustment.

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BACKGROUND INFORMATION

The state and federal governments authorized state and federal HAVA funding in the amount of \$9,200,000 to be used by counties for costs associated with election security. The Agreement will allow the ROV to be reimbursed for up to \$249,000 in expenditures incurred during the grant period, which is effective upon execution by both the State and the County through June 30, 2025, in connection with HAVA Sections 101, 103, 104 for activities to improve the administration of elections for Federal office, including to enhance election technology and make election security improvements. The grant funding is intended to reimburse ROV for expenses incurred for:

- 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.

The counties' allocations are intended to maximize funds to make advancements in election security. The allocations were calculated using the number of registered voters during the 2022 General Election in each respective county and then allocating an amount based upon ranges of registered voters.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Jolena Grider, Deputy County Counsel, 387-5455) on April 10, 2024; Finance (Elias Duenas, Administrative Analyst, 387-4052) on May 28, 2024; County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on June 10, 2024.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: July 9, 2024



cc: ROV - Shea w/ agrees for sign
Contractor c/o ROV w/ agree
File w/ agree
JLL 07/16/2024