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

April 8, 2025

FROM

JOANI FINWALL, Registrar of Voters

SUBJECT

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

RECOMMENDATION(S)

1. Rescind Item No. 45 from the July 9, 2024 Board Agenda in its entirety.
2. Approve **Revenue Agreement No. 25-207** (State No. 24G27136) with the State of California Secretary of State, allowing reimbursement to the Registrar of Voters in an amount not to exceed $15,789 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 the Help America Vote Act, for the contract period of June 1, 2025 through June 30, 2026.
3. Authorize the Registrar of Voters or Assistant Registrar of Voters to execute any necessary documentation for a grant claim required by the State to receive the grant funds, and any non-substantive subsequent amendments to the Agreement, subject to review by County Counsel.
4. Direct the Registrar of Voters or Assistant Registrar of Voters to transmit any non-substantive amendments in relation to Recommendation No. 2 to the Clerk of the Board within 30 days of execution.

(Presenter: Joani Finwall, 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 of California. The Revenue Agreement (State Grant No. 24G27136) (Agreement) contains a maximum reimbursement amount of $15,789 to the County in connection with specified Help America Vote Act (HAVA) program expenditures through June 30, 2026. 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. Adequate appropriation and revenue will be included in ROV's 2025-26 recommended budget.

BACKGROUND INFORMATION

On July 9, 2024 (Item No. 45), the Board of Supervisors (Board) approved Agreement No. 24-630 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. On July 25, 2024, ROV was informed by the State that they were unable to execute the agreement and would be sending out a new agreement. As a result, ROV is requesting to rescind Item No. 45 approved by the Board on July 9, 2024.

The state and federal governments authorized state and federal HAVA funding of $1.4 million to be used by counties for costs associated with election security. The Agreement will allow the ROV to be reimbursed for up to $15,789 in expenditures incurred during the grant period, which is from July 1, 2025 through June 30, 2026, 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 encompasses 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 Revenue Agreement requires the County to provide signed Contractor HAVA Activity Reports when submitting a reimbursement claim. The grant claim also requires a face sheet, invoices, and possibly a contract if the invoice does not describe activities undertaken in a way the State can determine if it complies with the Agreement. Recommendation No. 3 would authorize the Registrar of Voters or Assistant Registrar of Voters to execute the Activity Reports.

PROCUREMENT
Not applicable.

REVIEW BY OTHERS
This item has been reviewed by County Counsel (Jolena Grider, Deputy County Counsel, 387-5455) on March 19, 2025; Finance (Elias Duenas, Administrative Analyst, 387-4052) on March 20, 2025; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on March 20, 2025.

Grant Revenue Agreement with the Secretary of the State of California for Award of Help America Vote Act Funds for Election Security Funding
April 8, 2025

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: April 8, 2025

cc: ROV - Finwall w/agree for sign
Contractor - c/o ROV w/agree
File - w/agree

CCM 04/10/2025