



CITY OF
BELVEDERE

August 12, 2024

The Honorable Judge Mark Talamantes
Marin County Superior Court
P.O. Box 4988
San Rafael, CA 94913-4988

Rod Kerr, Foreperson
Marin County Civil Grand Jury
3501 Civic Center Drive, Room #275
San Rafael, CA 94903

Re: Responses to Grand Jury Report – Cyber Preparedness: Are we there yet?"

Dear Judge Mark Talamantes and Foreperson Kerr,

Please find the City of Belvedere's responses to the report of the Civil Grand Jury, dated May 17, 2024, entitled "*Cyber Preparedness: Are we there yet?"*

Should the members of the Grand Jury require any additional information, please contact City Manager Robert Zadnik at 415-435-8906 or rzadnik@cityofbelvedere.org

Peter Mark,
Mayor, City of Belvedere

Signature

Date 8/12/2024

RESPONSE TO GRAND JURY REPORT FORM

REPORT TITLE: Cyber Preparedness: Are we there yet?"

REPORT DATE: May 17, 2024

RESPONSE BY: City of Belvedere
FROM: Peter Mark, Mayor

GRAND JURY FINDINGS

We agree with the findings numbered: **F1, F2, F3, F4, F5**

We agree partially with the findings numbered:

We disagree partially with the findings numbered: **F6**

GRAND JURY RECOMMENDATIONS

Recommendation numbered **R1** has been implemented.

Recommendations numbered **R2-R5, R7-R10** do not require a response by the City of Belvedere.

Recommendations numbered **R6(a), and R6(b)** have not been implemented yet but will be in the future.

RESPONSES TO GRAND JURY FINDINGS

F1. Contracts for Information Technology, Information Systems, and Cybersecurity services between third-party providers and Marin County governmental agencies should contain a Business Continuity clause, or other language, protecting that agency from a sudden cessation of services provided by the third-party provider.

Response – The City of Belvedere agrees with this finding.

F2. Marin County municipalities should have current, written contracts with third-party providers of Information Technology, Information Systems, and Cybersecurity services, and should not continue to use those providers' services without a current contract.

Response – The City of Belvedere agrees with this finding.

F3. Membership in insurance risk pools provides the benefits of cybersecurity assessments and audits, which highlight cybersecurity deficiencies and make

suggestions for improvement.

Response – The City of Belvedere agrees with this finding.

F4. Having a completed, adopted and regularly updated cybersecurity plan helps ensure that all staff within a government agency are working together to optimize that organization's cyber preparedness and security.

Response – The City of Belvedere agrees with this finding.

F5. Joint Powers Authorities in Marin County exist to provide more efficient and cost-effective services to the people of Marin.

Response – The City of Belvedere agrees with this finding.

F6. The current County Collective Bargaining Agreements prevent the Marin County Department of Information Systems & Technology from unilaterally negotiating managed service agreements (outsourcing work to third parties).

Response – The City of Belvedere partially disagrees with this finding.

It is not within the City of Belvedere's realm of responsibility to agree or disagree with this finding. The County's collective bargaining agreements are the responsibility of the County of Marin.

RESPONSE TO GRAND JURY RECOMMENDATIONS

The Marin County Civil Grand Jury recommends the following:

R1. Marin agencies should require a current (executed within the last five years), competitively-bid, written contract which includes business continuity language for any third-party Information Technology services they use..

Response - The City has implemented this recommendation.

R6. (a) All Marin municipalities should: a) take all steps necessary to acquire an appropriate .gov or .ca.gov domain.

Response - This recommendation has not yet been implemented but will be by the end of 2024.

On October 8, 2023, the California Assembly passed AB1637 which requires municipalities to move .gov or .ca.gov domains no later than 2029. The City of Belvedere will acquire a domain name by the end of 2024 and will migrate to the .gov domain prior to the 2029 deadline.

R6. (b) All Marin municipalities should: (b) formulate and adopt a plan for rolling out a .gov or .ca.gov website and emails by the start of the 2025-2026 Fiscal Year.

Response - The City will implement this recommendation as part of the fiscal year (FY) 2025-26 work plan. AB1637 (which requires municipalities to move .gov or .ca.gov domains no later than 2029) is an unfunded mandate from the State of California. The process to move to a .gov or

.ca.gov domain will require planning, time, and funding to coordinate with our managed service providers.