



August 19, 2024

The Honorable Judge Mark Talamantes
Marin County Superior Court
P.O. Box 4988
San Rafael, CA 94913-4988
PDF file sent to: CourtroomL@marin.courts.ca.gov

AND

Rod Kerr, Foreperson
Marin County Civil Grand Jury
3501 Civic Center Drive, Room #275
San Rafael, CA 94903
PDF file sent to: grandjury@marincounty.org

Judge Talamantes and Foreperson Kerr,

The Town of Ross' response to the FY 2023-2024 Civil Grand Jury Report "*Cyber Preparedness: Are We There Yet?*" (May 17, 2024) is attached. The attached document responds to all the requests made for responses from the Town of Ross.

Respectfully submitted,



Christa Johnson
Town Manager

RESPONSE FORM: 2023-2024 Marin Civil Grand Jury Report

Report Title: Cyber Preparedness: Are We There Yet?

Respondent/Agency Name: Town of Ross

Submitter Name: Christa Johnson Title: Town Manager

FINDINGS

- Agree with the findings numbered: F1-F5
- Disagree *partially* with the findings numbered: F6
- Disagree *wholly* with the findings numbered: _____

(Attach a **statement** specifying any portions of the findings that are disputed; include an explanation of the reasons therefor.)

RECOMMENDATIONS

- Recommendations numbered R1 have been implemented.
(Attach a **summary** describing the implemented actions.)
- Recommendations numbered R6 have not yet been implemented, but will be implemented in the future.
(Attach a **timeframe** for the implementation.)
- Recommendations numbered N/A require further analysis.
(Attach an **explanation** and the scope and parameters of an analysis or study, and a **timeframe** for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This **timeframe shall not exceed six months** from the date of publication of the grand jury report.)
- Recommendations numbered N/A will not be implemented because they are not warranted or are not reasonable.
(Attach an **explanation**.)

Date: 8/8/24 Signed: C Johnson

Number of pages attached: 3

RESPONSE 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: We agree with the 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: We agree with the 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: We agree with the 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: We agree with the finding.

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

Response: We agree with the 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: We partially disagree with this finding. It is not within the Town of Ross'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

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: This recommendation has already been implemented in the Town of Ross.

R6. All Marin municipalities should:

- a) take all steps necessary to acquire an appropriate .gov or .ca.gov domain;
- 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: This recommendation has not yet been fully implemented. It will be implemented by the start of the 2025-2026 Fiscal Year.