



COUNTY OF HUMBOLDT

For the meeting of: 7/8/2025

File #: 25-750

To: Board of Supervisors

From: Clerk/Recorder

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Authorize the Clerk/Recorder/Registrar of Voters to Execute Necessary Documents to Accept Help America Vote Act (HAVA) Grant Awards

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize the Clerk/Recorder/Registrar of Voters to execute necessary documents to accept HAVA grant awards up to \$150,000 after review and approval by the County Administrative Office, County Counsel and Risk Management.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

HAVA federal funding administered by the U.S. Election Assistance Commission (EAC) assists the Humboldt County Office of Elections by way of reimbursement "for activities to improve the administration of elections for Federal office, including to enhance election technology and make election security improvements, as authorized under sections 101, 103, 104 of HAVA" subject to all requirements of state and federal law, regulations and procedures. Typically, HAVA grant awards have a short timeline to execute necessary documents or risk funding delays or loss. To assist the Humboldt County Office of Elections in expediting expenditures and securing reimbursements the department requests that your Board authorize the Clerk/Recorder/Registrar of Voters to execute necessary documents to accept HAVA grant awards up to \$150,000 after review and approval by the County Administrative Office, County Counsel and Risk Management. This will ensure the Humboldt County Office of Elections does not miss timelines on vital federal funding that will allow the procurement of voting equipment to aid voters with disabilities, cost of voter education with respect to use of the voting systems, cost of election worker training with respect to use of the voting system, cost of vote by mail system equipment upgrades, and to meet the requirements of alternative language access pursuant to the Voting Rights Act of 1965.

SOURCE OF FUNDING:

Help America Vote Act (HAVA) Grant

FINANCIAL IMPACT:

Narrative Explanation of Financial Impact:

There is no impact to the general fund with the approval of this item. The HAVA federal funding agreements administered by the

U.S. Election Assistance Commission indicate that upon receipt and approval of invoices the State agrees to compensate Humboldt County Department of Elections, 1100140, for allowable expenses . The department will bring supplemental budget adjustments to your Board as needed.

STAFFING IMPACT: N/A

Narrative Explanation of Staffing Impact:

This resolution would lessen the current administrative impact to receive Board approval prior to the execution of necessary documents to receive funding.

OTHER AGENCY INVOLVEMENT:

U.S. Election Assistance Commission
California Secretary of State

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The HAVA federal funding agreements administered by the U.S. Election Assistance Commission indicate that upon receipt and approval of invoices the State agrees to compensate Humboldt County. The department will come to the Board with a supplemental budget for unanticipated HAVA grant funding received in 1100140, Elections.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Meeting of: N/A

File No.: N/A