



# CITY OF SAN MATEO

City Hall  
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[www.cityofsanmateo.org](http://www.cityofsanmateo.org)

## Agenda Report

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Agenda Number: 9

Section Name: {{section.name}}

File ID: {{item.tracking\_number}}

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**TO:** City Council  
**FROM:** Drew Corbett, City Manager  
**PREPARED BY:** Information Technology Department  
**MEETING DATE:** November 16, 2020

**SUBJECT:**  
Grand Jury Report: "Ransomware: It Is Not Enough To Think You Are Protected" – Response Letter

**RECOMMENDATION:**  
Approve the letter responding to the October 7, 2020 report by the San Mateo County Civil Grand Jury entitled, "Ransomware: It Is Not Enough To Think You Are Protected" and authorize the Mayor to sign and send the letter on behalf of the City Council.

**BACKGROUND:**  
On October 7, 2020, the San Mateo County Civil Grand Jury released a report entitled "Ransomware: It Is Not Enough To Think You Are Protected" (Attachment 1). The purpose of the report is to advise local government agencies to ensure adequate measures are being taken to mitigate cyber-security risks and provide recovery options for computer systems. Within the report, the Grand Jury developed 8 findings and 4 recommendations. The City of San Mateo's response to each finding and recommendation is due to the Grand Jury no later than January 5, 2021. This response is included as Attachment 2 to this administrative report.

The Grand Jury Report asks cities and other agencies within San Mateo County to have their IT staff assess their cyber-security strategies and address any shortcomings. It further recommends the IT Department make a report to the Council on this assessment and any actions it will be taking to address deficiencies. This report will be scheduled for a study session in early 2021.

**BUDGET IMPACT:**  
There is no budget impact associated with this action.

**ENVIRONMENTAL DETERMINATION:**  
This letter approval is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

**NOTICE PROVIDED**  
All meeting noticing requirements were met.

**ATTACHMENTS**  
Att 1 - Grand Jury Report  
Att 2 - Draft Response Letter

**STAFF CONTACT**  
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