



# COUNTY OF SONOMA

575 ADMINISTRATION  
DRIVE, ROOM 102A  
SANTA ROSA, CA 95403

## SUMMARY REPORT

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**Agenda Date:** 6/2/2026

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**To:** Board of Supervisors, County of Sonoma  
**Department or Agency Name(s):** Emergency Management  
**Staff Name and Phone Number:** Jeffrey DuVall, CEM, CA-PEM / 707-565-1152  
**Vote Requirement:** Majority  
**Supervisorial District(s):** Countywide

**Title:**

Department of Homeland Security Authorized Agent Signature Authority

**Recommended Action:**

Adopt a Resolution authorizing the County Executive, the Director of Emergency Management, and the Deputy Director of Emergency Management to execute for, and on behalf of, the County of Sonoma any actions necessary for the purpose of obtaining state and federal financial assistance provided by and/or sub-granted through the State of California and/or the federal Department of Homeland Security.

**Executive Summary:**

Each year the County has the opportunity to apply for, obtain, and receive specific state and federal funds related to homeland security, emergency management, hazard mitigation, preparedness, and disaster response programs. The California Governor's Office of Emergency Services (CalOES) requires all counties to adopt a Governing Body Resolution (Resolution) authorizing individuals with specific titles to perform administrative functions and have on file in order to receive funds associated with the State of California and/or Department of Homeland Security grants. This Resolution is a California State formatted document that is required in order to receive these funds.

**Discussion:**

Per the Office of Emergency Services 'Fiscal Year 2025 State Homeland Security Grant Program California Supplement to the Federal Notice of Funding Opportunity', released October 2025, all applicants are required to submit a Resolution with their Homeland Security Grant Program application. The Board has passed similar Resolutions every year, starting in 2010. If the Resolution does not identify multiple grant years, the State will only apply the Resolution for one year. Resolution #22-0006 was adopted on January 4, 2022, for grant fiscal years 2021 and 2022. Resolution #22-0495 was adopted on December 6, 2022, covering grant fiscal years 2023, 2024, and 2025 - from July 1, 2022, to June 30, 2026. This Board item requests the Resolution cover the Fiscal Years 2026, 2027, and 2028, from July 1, 2026, to June 30, 2030.

Per state guidance, this document requires position specific titles to act on behalf of the governing body and the applicant by executing any actions necessary for each application and sub-award. The necessary actions normally associated with these grants include applying for, obtaining, modifying, and claiming reimbursements, and amending and closing out documents for federal and state grant funds.

Concurrent with prior Resolutions, the County Executive, Director of Emergency Management, and Deputy

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Director of Emergency Management will be listed as Authorized Agents.

As well as providing an Authorized Agent for the Homeland Security Grant Program, it is the intention of this item to authorize the position specific titles to apply for, obtain, modify, and request reimbursement, amend and close out documents for other State of California and Department of Homeland Security grant funds in this and other fiscal years, including: Emergency Management Performance Grant; State Homeland Security Grant Program; Urban Area Securities Initiative Grant; and Hazard Mitigation Grant Program.

This action requests that the Board confirm the delegation of Authorized Agents authority to enter into agreements to accept these grant awards and addendums to sub-granting agreements as needed to administer these grant programs.

CalOES has indicated to all counties that federal grant funds are currently available but will only be eligible to the applicants that provide the proper Resolution that has been adopted by their respective Boards and filed with the State.

**Strategic Plan:**

N/A

**Racial Equity:**

**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**

No

**Prior Board Actions:**

12/06/2022: Adopted Resolution #22-0495 designating Department of Homeland Security Authorized Agent Signature Authority for Fiscal Years 2022-2026.

01/04/2022: Adopted Resolution #22-0006 designating Department of Homeland Security Authorized Agent Signature Authority for Fiscal Year 2021-2022.

**FISCAL SUMMARY**

**Narrative Explanation of Fiscal Impacts:**

None.

**Narrative Explanation of Staffing Impacts (If Required):**

None.

**Attachments:**

1. Resolution
2. Signatory List

**Related Items "On File" with the Clerk of the Board:**

None.