

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: May 4, 2021	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Workshop

Department: Information Systems Services
Submitted by: Information Systems Services
Submitted for: Information Systems Services

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) approve** the creation of PALMBEACHCOUNTY-FL.GOV and PALMBEACHCO.GOV domains, and
- B) delegate** to the County Administrator or designee signatory authority on documentation to establish and maintain federally regulated domains on behalf of the County.

Summary: A need has been identified to establish federally regulated domain accounts to allow Palm Beach County to provide better cyber-security across the county. The process for establishing these domains requires documentation from someone authorized to make decisions for the entity to initiate the request. Delegated authority is being requested to allow for further creation of federally regulated domains. Countywide (DB)

Background and Justification: Information Systems Services is seeking authority to create and maintain federally regulated domains to provide enhance cyber-security throughout the county. All future domains created with this delegated authority will be submitted as receive and file agenda items.

Attachments:

- 1. Sample Attestation of Authority

Recommended by:		<u>4-8-21</u>
	Department Director	Date
Approved by:		<u>4-15-21</u>
	Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Capital Expenditures	\$0	0	0	0	0
Operating Costs	\$800	0	0	0	0
External Revenues	0	0	0	0	0
Program Inc (County)	0	0	0	0	0
In-Kind Match (County)	0	0	0	0	0
NET FISCAL IMPACT	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
# Additional FTE Positions (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Is Item Included in Current Budget Yes X No

Does this item include the use of federal funds? Yes No X

Budget Account Number: Fund 0001 Dept 490 Unit 1303 Object 3401

B. Recommended Sources of Funds / Summary of Fiscal Impact

ISS includes funding for domain registration within the operating budget

C. Department Fiscal Review: my wife 4/8/21

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development & Control Comments:

<p><u>Rabun Rawls 4/9/21</u> <small>9A 4-9-21 OFMB LM 4/9</small></p>	<p><u>Dr. J. Jaworski 4/14/21</u> <small>Contract Administration 4-13-21 TW</small></p>
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B. Legal Sufficiency:

Ru Bin for D Behar 4/14/21
Assistant County Attorney

C: Other Department Review:

Department Director

THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.

Domain Authorization Letter: County

[County Government Letterhead]

[Date]

.Gov Domain Registration
c/o Verisign, Inc.
12061 Bluemont Way
Reston, Virginia 20190

Dear Domain Manager,

As [County Commissioner (or equivalent highest-ranking elected county official)] for [County Name, State Name], I formally request that authority over the [xxxxx.gov] second-level domain name be delegated to [County Name, State Name]. I attest that I am the highest-ranking official for [County Name, State Name] or have signing rights on behalf of the [Title of the Highest-Ranking Elected Official] for [County Name, State Name].

This domain name will be used for [state the purpose]. The use of this domain is consistent with the County of [County Name] Internet policy. In addition, I will ensure the content of the requested domain name conforms to the .gov policy.

By requesting this domain name, I acknowledge that I will be responsible for payment of the annual \$400 domain fee. I understand that if I wish to retire my domain, I must submit a written request to registrar@dotgov.gov. If a written request is not submitted, I understand that I will continue to be responsible for all accrued domain fees.

The following individuals will be listed as points of contact for [xxxxx.gov]. It is understood that the contact information must remain valid and up to date, and that administrative, billing, and technical points of contact will be unique.

Administrative Point of Contact

First Name, Last Name
Title
Address
Phone Number
Email Address

Technical Point of Contact

First Name, Last Name
Title
Address
Phone Number
Email Address

Billing Point of Contact

First Name, Last Name
Title
Address
Phone Number
Email Address

Security Point of Contact

[recommended, see
<https://home.dotgov.gov/management/security-best-practices/#add-a-security-contact>]
Email Address

Sincerely,

[Signature]
[Name]
[Title]

[Notary Public Section]
Signed and sworn to (or affirmed) before me on [Date]

Name of the Individual Making a Statement [First Name, Last Name]

Signature of Notary Public _____

My Commission Expires [Date] _____

Notary Public Seal