



**SANTA CRUZ
COUNTY
GRAND JURY**

[scgj] Re: Required response to Grand Jury report is due on September 15th, 2025

1 message

'Irwin Ortiz' via Santa Cruz Grand Jury <grandjury@scgrandjury.org>

Thu, Sep 4, 2025 at 9:26 AM

Reply-To: Irwin Ortiz <irwin.ortiz@watsonville.gov>

To: "grandjury@scgrandjury.org" <grandjury@scgrandjury.org>, "Katherine.Hansen@santacruzcourt.org" <Katherine.Hansen@santacruzcourt.org>

Cc: Tamara Vides <tamara.vides@watsonville.gov>, "Samantha W. Zutler" <szutler@bwslaw.com>

Dear Mr. Broussard,

The City Council considered and approved the response packet to the *Grand Jury's Honoring Commitments to the Public: Looking Back at 2022-2023 Civil Grand Jury Recommendations and Actions Taken by County Agencies* Report at the August 26, 2025, City Council Meeting. The response packet is attached.

We appreciate the work of the Grand Jury in reviewing and evaluating matters of public interest. Please let me know if there is anything else I can help you with.

**IRWIN I.
ORTIZ**

CITY CLERK

OFFICE: (831) 768-3010
DIRECT: (831) 768-3048



275 Main Street, Suite 400, Watsonville CA, 95076

Irwin I. Ortiz, City Clerk, CMC
City Clerk's Office (831) 768-3048
[275 Main Street, Suite 400, Watsonville, CA 95076](https://www.watsonville.ca.gov/275-Main-Street-Suite-400-Watsonville-CA-95076)
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Open Monday - Friday 8:00 AM to 5:00 PM

****Public Records Requests (PRR) submitted via email, fax, USPS, or dropoff after 5:00 p.m. on a business day, Saturday, Sunday, or holidays, will be processed as received on the next open business day. The 10-day response period begins when the PRR is received.**



**The 2024-2025 Santa Cruz County Civil Grand Jury
Requires the**

Watsonville City Council

to Respond by September 15, 2025

**to the Findings and Recommendations listed below
which were assigned to them in the report titled**

Honoring Commitments to the Public

**Looking Back at 2022-2023 Civil Grand Jury
Recommendations and Actions Taken by County
Agencies**

Required Responses apply to elected officials, elected agencies or department heads, elected boards, councils, and committees. The respondent is **required** to respond and to make the response available to the public under California Penal Code [\(PC\) §933\(c\)](#). A required response will be considered **compliant** under [PC §933.05](#) if it contains an appropriate comment on **all** findings and recommendations **which were assigned to you** in this report.

Please follow the instructions below when preparing your response.

Instructions for Respondents

Your assigned [Findings](#) and [Recommendations](#) are listed on the following pages with check boxes and an expandable space for summaries, timeframes, and explanations. Please follow these instructions, which paraphrase [PC §933.05](#):

1. ***For the Findings, mark one of the following responses with an “X” and provide the required additional information:***
 - a. **AGREE** with the Finding, or
 - b. **PARTIALLY DISAGREE with the Finding** – specify the portion of the Finding that is disputed and include an explanation of the reasons why, or
 - c. **DISAGREE with the Finding** – provide an explanation of the reasons why.
2. ***For the Recommendations, mark one of the following actions with an “X” and provide the required additional information:***
 - a. **HAS BEEN IMPLEMENTED** – provide a summary of the action taken, or
 - b. **HAS NOT YET BEEN IMPLEMENTED BUT WILL BE IN THE FUTURE** – provide a timeframe or expected date for completion, or
 - c. **REQUIRES FURTHER ANALYSIS** – provide an explanation, scope, and parameters of an analysis to be completed within six months, or
 - d. **WILL NOT BE IMPLEMENTED** – provide an explanation of why it is not warranted or not reasonable.
3. ***Please confirm the date on which the assigned responses were approved during an official meeting:***

We approved these responses in a regular public meeting as shown in our minutes dated August 26, 2025

4. ***Please attach a PDF version of your completed responses to an email sent to:***

The Honorable Judge: Katherine Hansen Katherine.Hansen@santacruzcourt.org
and

The Santa Cruz County Grand Jury: grandjury@scgrandjury.org.

If you have questions about this response form, please contact the Grand Jury by calling (831) 454-2099 or by sending an email to grandjury@scgrandjury.org.

Findings

- F1 .** The City of Watsonville does not have an Incident Response Plan. Funds have been identified in the city IT budget, and a vendor has been selected. In April 2025, the kickoff for this project begins. Items covered in the project are an incident response plan, playbooks, training, and cybersecurity scenarios that test the incident response plan.

☐ **AGREE**
☐ **PARTIALLY DISAGREE**
☒ **DISAGREE**

Response explanation (required for a response other than **Agree**):

City staff and the vendor have completed the incident response plan.

Recommendations

R1 . The City of Watsonville should develop a formal Incident Response Plan with sufficient detail to serve as a guide in the event of a cyber-attack. They should complete the plan by October 31, 2025. (F1)

X

HAS BEEN IMPLEMENTED – summarize what has been done

—

HAS NOT YET BEEN IMPLEMENTED BUT WILL BE IN THE FUTURE – summarize what will be done and the timeframe

—

REQUIRES FURTHER ANALYSIS – explain the scope and timeframe (not to exceed six months)

—

WILL NOT BE IMPLEMENTED – explain why

Required response explanation, summary, and timeframe:

Plan has been accepted and approved by IT Director. Training for IT staff was 08/18/2025.