



**AGENDA**  
**BOARD OF CLALLAM COUNTY COMMISSIONERS**  
223 East 4th Street Room 160  
Port Angeles, Washington  
Tuesday, April 27, 2021 – 9:00 a.m.

**\*\*ATTENTION\*\***

In response to the current Governors order Clallam County has moved Phase 3 of the Healthy Washington Roadmap to Recovery Plan. To be in compliance with the Healthy Washington Roadmap to Recovery Plan the following general requirements for COVID safety for meetings held in the Board of Commissioners Board Room are as follows:

1. All attendees are encouraged to provide contact information on a sign in sheet which will be retained for 28 days for contact tracing purposes.
2. Public seating areas and Board member seating must be arranged to ensure physical distancing is maintained.
3. Meeting attendees must wear a proper face covering and maintain six feet of physical distance between other persons.
4. No food or drink should be consumed in the BOCC Board Room.
5. Meeting organizers shall clean or arrange to have cleaned high-touch surfaces before and after each meeting.
6. Hand sanitizing stations will be available in the BOCC Board Room.
7. Keep doors and windows open where possible to improve ventilation.
8. The Chair of the meeting shall ensure masking and social distancing practices are enforced and practices by all event attendees.

This meeting can be viewed on a live stream at this link:  
<http://www.clallam.net/features/meetings.html>

If you would like to participate in the meeting via BlueJeans audio only, call 408-419-1715 and join with Meeting ID: 875 561 784

If you would like to participate in the meeting via BlueJeans video conference, visit [www.bluejeans.com](http://www.bluejeans.com) and join with Meeting ID: 875 561 784

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or [agores@co.clallam.wa.us](mailto:agores@co.clallam.wa.us).

**\*\*ATTENTION\*\*** BOCC will be switching to Zoom video conferencing system in May

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

**REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA**

**PUBLIC COMMENT FOR AGENDA ITEMS – Please limit comments to three minutes**

**CONSENT AGENDA – Any Commissioner may remove items for discussion**

- 1a. Approval of vouchers for the week of April 19

Approval of vouchers 

- 1b. Approval of payroll for the period ending April 15

Approval of payroll 

- 1c. Approval of minutes for the week of April 19

Approval of minutes 

- 1d. Letter of Support for Serenity House – shelter expansion

Letter of Support 

## **REPORTS AND PRESENTATIONS**

### **CONTRACTS AND AGREEMENTS**

- 2a. Agreement with Washington State Military Department for the Operation Stonegarden Grant

Agreement 

- 2b. Agreement with Wilson Engineering, LLC. for an analysis for Clallam Bay/Sekiu Sewer Project

Agreement 

- 2c. Contract amendment 20 with Washington State Department of Health for additional COVID funding

Contract amendment 

### **ADMINISTRATION**

- 3a. Resolution appointing Robert Filip to the Board of Equalization

Resolution 

### **BUDGET**

- 4a. Resolution adopting the following Budget Reductions:  
Department of Community Development – Long Range Planning – Budget reduction due to  
Planner III position moving from DCD – Long Range Planning to Human Resources – Risk  
Management/(\$69,981).

Resolution 

- 4b. Resolution adopting the following Supplemental Appropriations:  
Sheriff – Operations – Additional funds from Washington Association of Sheriffs & Police  
Chiefs (WASPC) to purchase 2 portable breath test instruments/\$1,000

Resolution 

### **PUBLIC WORKS**

- 5a. Certification of application match for Olympic Discovery Trial – Forks to La Push Project

Certification 

**PUBLIC COMMENT – Please limit comments to three minutes**

**EXECUTIVE SESSION**

The Board may recess into Executive Session to consider employment or dismissal of personnel, to review the performance of a public employee, to consult with legal counsel, to consider the position to be taken in collective bargaining, to consider acquisition or sale of real estate, or other matters per RCW 42.30.110

**The following meetings are scheduled for the Board of Commissioners April 26 - 30**

**Monday, April 26:**

**9:00 a.m. Work Session**

**11:00 a.m. Joint Meeting with Port of Port Angeles (BOCC Board Room)**

**5:00 p.m. Charter Review Recommendation Hearings**

**Tuesday, April 27:**

**10:00 a.m. Board Meeting**

**10:30 a.m. Hearing(s) - See Agenda**

**3:00 p.m. William Shore Memorial Pool District Meeting**

**Friday, April 30:**

**10:00 a.m. COVID-19 Briefing**

**HEARING(S) – Beginning at 10:30 a.m.**

- H1. Consideration of resolution adopting the following Debatable Emergencies:  
Parks & Facilities - Additional funding for expenses related to COVID-19 for goods and services expenditures incurred in March, 2021 expected to be reimbursed through FEMA/\$14,530  
Auditor - Return unused 2020 HAVA CARES Act grant funds (received in 2020)/\$2,834  
Sheriff - Emergency Services - Additional funding for expenses related to COVID-19 for goods and services expenditures incurred January - March, 2021/\$5,873  
Sheriff - Jail Medical - Additional funding for expenses related to COVID-19 for inmate testing expenditures incurred January - March, 2021/\$20,700  
Sheriff - Operations  
\* Additional funding for ExecuTime Scheduling and Time & Attendance software training project costs/\$10,035  
\* Additional funding for expenses related to COVID-19 for salary and benefits of Grant Coordinator incurred January - March, 2021/\$3,939

Resolution 

**PUBLIC COMMENT – Please limit comments to three minutes**

**INSTRUCTIONS FOR SPEAKING AT A COMMISSIONERS' MEETING:**

- Members of the public wishing to address the Board on general items may do so during the designated times on the agenda.
- Members of the public wishing to comment at the public hearing are asked to sign in on the sheet provided giving their name and address.
- The Chair may limit the comment period to 3 minutes for each speaker subject to Board concurrence.
- Speakers, generally, will be heard in the order they signed up. All comments must be made from the speaker's rostrum and any individual making comments shall first state their name and address for the official record.
- General comments, applause, booing from members of the audience are inappropriate and may result in removal.

These guidelines are intended to promote an orderly system for conducting a public hearing so that each person has an opportunity to be heard and to ensure that exercising their right of free speech

embarrasses no one.

**Note: Written testimony presented by members of the public during the Board meeting is considered a public document and must be submitted to the Clerk of the Board. Copies of public documents from Board meetings are available by contacting the Public Records Department.**



19  
4/27/21

Date of report: April 21, 2021

|                |                     |
|----------------|---------------------|
| <b>General</b> | <b>\$256,687.59</b> |
| <b>Other</b>   | <b>\$242,816.94</b> |
| <b>Total</b>   | <b>\$499,504.53</b> |

STATE OF WASHINGTON )

County of Clallam )

This is to certify that the foregoing Final Check Lists a.k.a., Register of Warrants for the period herein indicated, is a full, true, and correct representation of the corresponding payments for services rendered to and supplies and equipment received by all Clallam County government operations as recorded in the books or original entry maintained by this office.

WITNESS MY HAND AND OFFICIAL SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021.

\_\_\_\_\_  
SHOONA RIGGS COUNTY AUDITOR

CLALLAM COUNTY BOARD OF COMMISSIONERS does hereby certify that the services and merchandise herein specified have been received and that the claims listed and numbered above are hereby approved for payment:

BOARD OF COMMISSIONERS  
CLALLAM COUNTY, WASHINGTON

\_\_\_\_\_  
MARK OZIAS, Chair

\_\_\_\_\_  
BILL PEACH

\_\_\_\_\_  
RANDY JOHNSON

\_\_\_\_\_  
RICH SILL (County Administrator)

# Weekly Expenditures

April 19 - 23, 2021

| Fund #        | Department                               | Expenditures      |                   | Use Tax       |             |
|---------------|------------------------------------------|-------------------|-------------------|---------------|-------------|
|               |                                          | General Fund      | Other             | General Fund  | Other       |
| 00100.221     | <b>Auditor</b>                           | 6,760.28          |                   |               |             |
| 00100.241/291 | <b>Commissioners (BOCC)</b>              | 4,687.64          |                   |               |             |
| 19914.291     | BOCC - Veterans Relief                   |                   | 2,315.34          |               |             |
| 19991.291     | BOCC - Emergency Communications          |                   | 91,886.45         |               |             |
| 00100.871     | <b>District Court I</b>                  | 985.60            |                   |               |             |
| 11301.511     | <b>Health &amp; Human Services (HHS)</b> |                   | 18,359.60         |               |             |
| 00100.511     | HHS - Environmental Health               | 11,535.11         |                   |               |             |
| 00100.513     | HHS - Admin                              | 54.37             |                   |               |             |
| 11322.511     | HHS - Homeless Task Force                |                   | 1,105.00          |               |             |
| 11331.511     | HHS - Developmental Disabilities         |                   | 6,912.32          |               |             |
| 00100.461     | <b>Human Resources (HR)</b>              | 13.00             |                   |               |             |
| 50401.461     | HR - Risk Management                     |                   | 1,002.66          |               |             |
| 50501.461     | HR - Workers Compensation                |                   | 959.07            |               |             |
| 00100.411     | <b>Information Technology (IT)</b>       | 24,952.13         |                   | 50.42         |             |
| 00100.851     | <b>Juvenile Services</b>                 | 6,102.26          |                   | 13.73         |             |
| 00100.911/912 | <b>Parks Fair Facilities (PFF)</b>       | 68,953.64         |                   |               |             |
| 30101.911     | PFF - REET 1 (Real Estate Excise Tax)    |                   | 5,993.50          |               |             |
| 30501.911     | PFF - Capital Projects                   |                   | 17,332.89         |               |             |
| 00100.841-843 | <b>Prosecuting Attorney</b>              | 37,683.16         |                   |               |             |
| 11701.841     | Pros Atty - Local Crime Victim           |                   | 3,888.64          |               |             |
|               | <b>Public Works (PW)</b>                 |                   |                   |               |             |
| 10101.611     | PW - Roads                               |                   | 48,351.08         |               |             |
| 40201.611     | PW - Solid Waste                         |                   | 704.56            |               |             |
| 41401.611     | PW - Clallam/Seki Sewer                  |                   | 5,579.86          |               |             |
| 42401.611     | PW - Carlsborg Sewer                     |                   | 342.22            |               |             |
| 43401.611     | PW - Bullman Beach Water System          |                   | 310.72            |               |             |
| 50301.611     | PW - ER&R (Equip'l Rental & Revolving)   |                   | 31,366.29         |               |             |
| 00100.811-815 | <b>Sheriff</b>                           | 91,284.63         |                   | 56.79         |             |
| 00100.816     | Sheriff - Jail Medical                   | 2,964.27          |                   |               |             |
| 11003.811     | Sheriff - Boating Safety                 |                   | 174.74            |               |             |
| 11065.811     | Sheriff - OPSCAN Operations              |                   | 3,956.98          |               |             |
| 11068.811     | Sheriff - Stonegarden                    |                   | 372.36            |               |             |
| 11080.811     | Sheriff - Inmate Commissary              |                   | 214.14            |               | 3.52        |
| 00100.861     | <b>Superior Court</b>                    | 400.58            |                   | 22.79         |             |
| 12905.861     | Superior Court - Dispute Resolution      |                   | 925.00            |               |             |
| 12911.861     | Superior Court - Courthouse Facilitator  |                   | 760.00            |               |             |
| 00100.931     | <b>WSU Extension</b>                     | 167.19            |                   |               |             |
| <b>Total</b>  |                                          | <b>256,543.86</b> | <b>242,813.42</b> | <b>143.73</b> | <b>3.52</b> |

| Report Reconciliation    |                   | Totals              |                   |                |               |
|--------------------------|-------------------|---------------------|-------------------|----------------|---------------|
| <b>Total</b>             | <b>499,357.28</b> | <b>General Fund</b> | <b>256,687.59</b> |                |               |
| <b>Final Check Lists</b> | <b>499,357.28</b> | <b>Other</b>        | <b>242,816.94</b> |                |               |
| <b>Difference</b>        | <b>-</b>          | <b>Total</b>        | <b>499,504.53</b> | <b>Use Tax</b> | <b>147.25</b> |

COPY

Prepared by: \_\_\_\_\_

Sara DeBiddle, Clallam County Auditor's Office

Invoice History Use Tax Report  
CLALLAM COUNTY

| Tran Date | Vendor Name             | Invoice / Credit Memo No. | Doc Group | Taxable Amount | Tax Amount | Invoice Total |
|-----------|-------------------------|---------------------------|-----------|----------------|------------|---------------|
| 4/12/2021 | U S BANK                | 4000202126                | lfors     | 187.85         | 16.53      | 187.85        |
| 4/13/2021 | U S BANK                | 3061                      | dputnam3  | 156.00         | 13.73      | 156.00        |
| 4/14/2021 | U S BANK                | 14NHYCR                   | tteel     | 572.99         | 50.42      | 572.99        |
| 4/14/2021 | U S BANK                | 114-3359979-9754643       | lfors     | 71.17          | 6.26       | 71.17         |
| 4/14/2021 | U S BANK                | 6528-Apr21                | ewaknitz1 | 407.69         | 35.88      | 2,362.86      |
| 4/14/2021 | U S BANK                | 6730-Apr21                | ewaknitz1 | 237.58         | 20.91      | 1,535.80      |
| 4/15/2021 | SWANSONS SERVICES CORP. | 1423952                   | ewaknitz  | 40.00          | 3.52       | 40.00         |
| Totals:   |                         |                           |           | 1,673.28       | 147.25     | 4,926.67      |

Bank : apbank U S BANK

| Check #                 | Date    | Vendor                 | Invoice         | Inv Date  | Description               | Amount Paid | Check Total |
|-------------------------|---------|------------------------|-----------------|-----------|---------------------------|-------------|-------------|
| 4/27/2021               | 0000289 | CDW GOVERNMENT, INC.   | B164371         | 3/31/2021 | CHRIS UMBARGERS INDESIG   | 165.23      | 165.23      |
| 4/27/2021               | 0000514 | ELECTION CENTER        | 10891           | 4/14/2021 | SUSAN JOHNSON ELECTION    | 299.00      | 299.00      |
| 4/27/2021               | 0020849 | U S BANK               | 114-1885680-64  | 3/15/2021 | SWIVEL TABLE FOR JENN     | 31.99       | 31.99       |
| 4/27/2021               | 0035750 | SECRETARY OF STATE     | 3-19-21         | 3/19/2021 | CARES REFUND FROM CLAL    | 2,834.20    | 2,834.20    |
| 4/27/2021               | 0040004 | CLEAR BALLOT GROUP INC | INV/2021/03/000 | 3/18/2021 | UPGRADE TO CRATER LAKE    | 3,200.75    | 3,200.75    |
| 4/27/2021               | 0040887 | BARCODES LLC           | Inv 6568284     | 4/7/2021  | 12 ROLLS OF LABELS FOR RI | 229.11      | 229.11      |
| Sub total for U S BANK: |         |                        |                 |           |                           |             | 6,760.28    |

0.\*  
0.\*  
499,357.28\*  
167.19+  
2,315.34+  
2,085.58+  
2,964.27+  
7,083.81+  
88,919.04+  
6,937.36+  
48,351.08+  
31,366.29+  
41,571.80+  
92,280.03+  
6,102.26+  
24,952.13+  
1,974.73+  
37,966.40+  
985.60+  
96,574.09+  
6,760.28+  
0.\*

Bank : apbank U S BANK

| Check #                 | Date    | Vendor                  | Invoice        | Inv Date  | Description               | Amount Paid | Check Total |
|-------------------------|---------|-------------------------|----------------|-----------|---------------------------|-------------|-------------|
| 4/27/2021               | 0000382 | CODE PUBLISHING COMPANY | 69380          | 4/15/2021 | WEB UPDATE, ORDS: 971, NE | 187.64      | 187.64      |
| 4/27/2021               | 0001252 | PORT ANGELES, CITY OF   | E911 March 202 | 4/15/2021 | EMERGENCY COMMUNICATI     | 91,886.45   | 91,886.45   |
| 4/27/2021               | 0036677 | SOUND LAW CENTER        | 2563           | 4/15/2021 | SHR2020-00002, CODE COMF  | 4,500.00    | 4,500.00    |
| Sub total for U S BANK: |         |                         |                |           |                           |             | 96,574.09   |

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Final Check List  
CLALLAM COUNTY

District Court I

Page: 1

Bank : apbank U S BANK

| Check #                 | Date    | Vendor                  | Invoice       | Inv Date  | Description               | Amount Paid | Check Total |
|-------------------------|---------|-------------------------|---------------|-----------|---------------------------|-------------|-------------|
| 4/27/2021               | 0001509 | CORDANT HEALTH SOLUTION | TC-1631003312 | 3/31/2021 | PROBATION UA'S (MARCH)    | 348.20      | 348.20      |
| 4/27/2021               | 0002298 | JOHN D BLACK, PLLC      | 22277         | 4/12/2021 | 5798-0021-QUINTON HERNAN  | 315.00      |             |
|                         |         |                         | 22281         | 4/12/2021 | PCR22976-BENJAMIN WEAVE   | 140.00      |             |
|                         |         |                         | 22276         | 4/12/2021 | XZ769424- CHARLES SORG, ( | 70.00       |             |
|                         |         |                         | 22283         | 4/12/2021 | PA20-145-STERRETT METHEI  | 70.00       | 595.00      |
| 4/27/2021               | 0045050 | GIOVANNANI, ERICA       | 414-eg        | 4/14/2021 | STATE VS. SCHWAB, WITNES  | 21.20       | 21.20       |
| 4/27/2021               | 0045051 | WARREN, CLAUDIA         | 414-cw        | 4/14/2021 | STATE VS. SCHWAB, WITNES  | 21.20       | 21.20       |
| Sub total for U S BANK: |         |                         |               |           |                           |             | 985.60      |

Final Check List  
CLALLAM COUNTY

HHS

Bank : apbank U S BANK

| Check #   | Date    | Vendor                        | Invoice       | Inv Date  | Description                  | Amount Paid | Check Total |
|-----------|---------|-------------------------------|---------------|-----------|------------------------------|-------------|-------------|
| 4/27/2021 | 0000037 | AIRPORT ROAD STORAGE          | ARSS07-122021 | 4/6/2021  | ONSITE-STORAGE UNIT REN      | 750.60      | 750.60      |
| 4/27/2021 | 0003171 | ANGELES CLINIC FOR ANIMALS    | 359188        | 4/8/2021  | EHADMIN-RABIES TESTING       | 150.00      | 150.00      |
| 4/27/2021 | 0000336 | CLALLAM CONSERVATION DISTRICT | EAP21-PIC3    | 4/6/2021  | WQ- PIC IMPLEMENTATION       | 36.65       | 36.65       |
| 4/27/2021 | 0000331 | CLALLAM COUNTY AUDITOR        | 040721        | 4/7/2021  | SOLHAZ-DARREN MCGARVIE       | 105.50      | 105.50      |
| 4/27/2021 | 0045045 | HARRIS, ANDREW                | 032421A       | 3/24/2021 | FOOD-AIR QUALITY MONITOR     | 167.54      |             |
|           |         |                               | 032421        | 3/24/2021 | FOOD-FOOD SAFETY THERM       | 128.26      | 295.80      |
| 4/27/2021 | 0037201 | HEALTHSPACE USA INC           | 2021-114      | 3/12/2021 | FOOD-HEALTHSPACE LICENSE     | 2,925.00    | 2,925.00    |
| 4/27/2021 | 0000797 | JAMESTOWN FAMILY HEALTH       | 2131-1-033121 | 3/31/2021 | WQ-PIC IMPLEMENTATION        | 5,951.27    | 5,951.27    |
| 4/27/2021 | 0000918 | LINCOLN STREET STATION        | 506-040121    | 4/1/2021  | WQ- FEDEX OVERNIGHT MAIL     | 57.40       | 57.40       |
| 4/27/2021 | 0001179 | PACIFIC OFFICE EQUIPMENT      | 1077266       | 3/31/2021 | EHADMIN-COPIER 10272         | 44.84       |             |
|           |         |                               | 1077267       | 3/31/2021 | ONSITE-COPIER 10297 OSS/F    | 20.78       | 65.62       |
| 4/27/2021 | 0006358 | SOLID WASTE ASSN OF N AM      | 041321        | 4/13/2021 | SOLHAZ-MEMBERSHIP DUES       | 223.00      | 223.00      |
| 4/27/2021 | 0020849 | U S BANK                      | 4878-040621   | 4/8/2021  | ONSITE-CITY OF SEQUIM BA     | 180.00      | 180.00      |
| 4/27/2021 | 0001617 | UNIVERSITY OF WASHINGTON      | OTS2436       | 4/5/2021  | WQ-WATER TESTING             | 635.57      | 635.57      |
| 4/27/2021 | 0001641 | VERIZON WIRELESS              | 9876122272    | 3/23/2021 | OSS-J REED CELL PHONE        | 158.70      | 158.70      |
| 4/27/2021 | 0001179 | PACIFIC OFFICE EQUIPMENT      | 1077271       | 3/31/2021 | HADM - HHS ADMIN COPIER      | 48.98       |             |
|           |         |                               | 1077270       | 3/31/2021 | HADM - HHS DIRECTOR COP      | 5.39        | 54.37       |
| 4/27/2021 | 0000546 | EXPRESS SERVICES, INC         | 25216107      | 3/30/2021 | HOPS - CALL CENTER REPRESENT | 4,259.07    | 4,259.07    |
| 4/27/2021 | 0021279 | KITSAP COUNTY HEALTH DISTRICT | KPHD 4-8-21   | 4/8/2021  | HOPS - EPIDEMIOLOGY SERVICE  | 52.50       | 52.50       |
| 4/27/2021 | 0003410 | LEMAY MOBILE SHREDDING        | 46595994      | 4/1/2021  | HOPS - SHREDDING SERVICE     | 12.88       | 12.88       |
| 4/27/2021 | 0025990 | NONDEPARTMENTAL, CLALLAM      | 21MB006-2     | 4/12/2021 | HOPS - QUARTERLY POSTAGE     | 233.35      | 233.35      |
| 4/27/2021 | 0040427 | NORPOINT GROUP LLC            | 1159 NPG      | 4/11/2021 | HOPS - SDC SECURITY SERVICE  | 4,402.00    | 4,402.00    |
| 4/27/2021 | 0001179 | PACIFIC OFFICE EQUIPMENT      | 1077229       | 3/31/2021 | HOPS - PUBLIC HEALTH COP     | 134.67      |             |
|           |         |                               | 1077269       | 3/31/2021 | HOPS - FORKS COPIER          | 7.57        | 142.24      |
| 4/27/2021 | 0033217 | RADIO PACIFIC, INC            | 12053-1       | 3/31/2021 | HOPS - COVID RADIO ADS       | 2,016.00    |             |
|           |         |                               | 12056-1       | 3/15/2021 | HOPS - COVID-19 BANNER W     | 200.00      | 2,216.00    |
| 4/27/2021 | 0001324 | RH FAMILY LLC                 | FR 05-21      | 4/6/2021  | HOPS - FORKS OFFICE RENT     | 800.00      | 800.00      |
| 4/27/2021 | 0001433 | SERENITY HOUSE OF CLALLAM     | SH0521        | 4/6/2021  | HOPS - RENTAL FOR SEQUIM     | 200.00      | 200.00      |
| 4/27/2021 | 0028699 | SOUND PUBLISHING INC          | 8019253       | 3/31/2021 | HOPS - COVID-19 NEWSPAPER    | 2,051.60    | 2,051.60    |
| 4/27/2021 | 0001508 | STERICYCLE, INC               | 3005501746    | 3/31/2021 | HOPS - SYRINGE DISPOSAL      | 219.25      | 219.25      |
| 4/27/2021 | 0020849 | U S BANK                      | 4910 4-6-21   | 4/6/2021  | HOPS - SAFEWAY - OPERATING   | 1,389.31    |             |
|           |         |                               | 4326 4-6-21   | 4/6/2021  | HOPS - FERRELLGAS - OPER     | 828.95      |             |
|           |         |                               | 7298 4-6-21   | 4/6/2021  | HOPS - ULINE - OPERATING     | 368.43      |             |
|           |         |                               | 7298 4-6-21-1 | 4/8/2021  | HOPS - BIG LOTS - OPERATING  | 262.03      | 2,848.72    |

Bank : apbank U S BANK

(Continued)

| Check #                 | Date    | Vendor                    | Invoice        | Inv Date  | Description               | Amount Paid | Check Total |
|-------------------------|---------|---------------------------|----------------|-----------|---------------------------|-------------|-------------|
| 4/27/2021               | 0001641 | VERIZON WIRELESS          | 9876523491     | 3/28/2021 | HOPS - ALLISON UNTHANK C  | 261.54      |             |
|                         |         |                           | 9876523493     | 3/28/2021 | HOPS - ELI OWENS CELLPHC  | 208.90      |             |
|                         |         |                           | 9876122271     | 3/28/2021 | HOPS - WIC CELLPHONE 1    | 169.38      |             |
|                         |         |                           | 9876523492     | 3/28/2021 | HOPS - HELEN KENOYER CE   | 92.17       | 731.99      |
| 4/27/2021               | 0001704 | WA ST DEPT OF HEALTH      | DOH MTS Rene   | 4/12/2021 | HOPS - MEDICAL TEST SITE/ | 190.00      | 190.00      |
| 4/27/2021               | 0044989 | THE CLOUDBURST GROUP      | 11322-21-CLOU  | 3/31/2021 | HTF - HOMELESS GAPS AND   | 1,105.00    | 1,105.00    |
| 4/27/2021               | 0001462 | CLALLAM MOSAIC            | 11331-20-CMP2  | 4/9/2021  | DDD - PARENT TO PARENT -  | 1,000.00    |             |
|                         |         |                           | 11331-20-CMFP  | 4/9/2021  | DDD - FITNESS PROGRAM - M | 553.00      | 1,553.00    |
| 4/27/2021               | 0000577 | FIRST STEP FAMILY SUPPORT | 11331-20-FSSP  | 4/6/2021  | DDD - SUPPORTED PARENTING | 644.39      | 644.39      |
| 4/27/2021               | 0001017 | MORNINGSIDE INC           | MS SSD March 2 | 4/12/2021 | DDD - SSD - MARCH 2021    | 345.00      | 345.00      |
| 4/27/2021               | 0025990 | NONDEPARTMENTAL, CLALLAM  | 21MB006-1      | 4/12/2021 | DDD - QUARTERLY POSTAGE   | 10.29       | 10.29       |
| 4/27/2021               | 0017530 | PIERCE JONES & ASSOCIATES | PJA SSD March  | 4/12/2021 | DDD - SSD - MARCH 2021    | 1,425.00    | 1,425.00    |
| 4/27/2021               | 0001685 | W.I.S.E                   | 9281           | 3/31/2021 | DDD - TECH ASSISTANCE - M | 2,934.64    | 2,934.64    |
| Sub total for U S BANK: |         |                           |                |           |                           |             | 37,966.40   |

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| Check #                 | Date    | Vendor                   | Invoice       | Inv Date  | Description             | Amount Paid | Check Total |
|-------------------------|---------|--------------------------|---------------|-----------|-------------------------|-------------|-------------|
| 4/27/2021               | 0001113 | OFFICE DEPOT, INC        | 163289775001  | 4/14/2021 | INV 163289775001        | 491.69      |             |
|                         |         |                          | 163733208001  | 4/14/2021 | INV 163733208001        | 83.21       | 574.90      |
| 4/27/2021               | 0001179 | PACIFIC OFFICE EQUIPMENT | 1078310       | 4/14/2021 | INV 1078310             | 384.17      | 384.17      |
| 4/27/2021               | 0025324 | CEDAR GROVE COUNSELING   | 15641         | 4/14/2021 | INV 15641               | 185.00      | 185.00      |
| 4/27/2021               | 0035753 | LOOMIS ARMORED US, LLC   | 12782538      | 4/14/2021 | INVOICE 12782538        | 757.66      | 757.66      |
| 4/27/2021               | 0039492 | MASON, DAWN              | 1015          | 4/14/2021 | INVOICE 1015            | 60.00       | 60.00       |
| 4/27/2021               | 0045048 | HAGIN, LESLIE            | DRIV ABS REIM | 4/14/2021 | DRIVING ABSTRACT REIMBU | 13.00       | 13.00       |
| Sub total for U S BANK: |         |                          |               |           |                         |             | 1,974.73    |

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| Check #                 | Date    | Vendor                   | Invoice        | Inv Date  | Description                | Amount Paid | Check Total |
|-------------------------|---------|--------------------------|----------------|-----------|----------------------------|-------------|-------------|
| 4/27/2021               | 0000268 | WAVE BUSINESS            | 103951201-0008 | 4/14/2021 | WAVE COMBINED FIBER        | 21,296.06   | 21,296.06   |
| 4/27/2021               | 0000289 | CDW GOVERNMENT, INC.     | B429849        | 4/14/2021 | TREAS20210305 - ACROBAT I  | 151.38      | 151.38      |
| 4/27/2021               | 0001641 | VERIZON WIRELESS         | 987226925      | 4/14/2021 | POS EQUIP CHG X4           | 178.88      | 178.88      |
| 4/27/2021               | 0020849 | U S BANK                 | 3542105-383557 | 4/14/2021 | IT20210324A - OFC SUPPLIES | 900.83      |             |
|                         |         |                          | 14NHYCR        | 4/14/2021 | IT20210317A - SOFTWARE & I | 572.99      |             |
|                         |         |                          | 4357536        | 4/14/2021 | IT20210310 - FURNITURE     | 472.15      |             |
|                         |         |                          | 11188639217237 | 4/14/2021 | IT20210323A - OFC SUPPLIES | 304.60      |             |
|                         |         |                          | 11151345168361 | 4/14/2021 | IT20210310L - OFC SUPPLIES | 230.52      |             |
|                         |         |                          | 3547757016     | 4/14/2021 | IT20210330 - FURNITURE     | 177.47      |             |
|                         |         |                          | 11194076309730 | 4/14/2021 | IT20210330B - OFC SUPPLIES | 130.96      |             |
|                         |         |                          | 11161308780208 | 4/14/2021 | IT20210330A SMALL TOOLS &  | 110.94      |             |
|                         |         |                          | 11116179741946 | 4/14/2021 | IT20210330D - OFC SUPPLIES | 102.98      |             |
|                         |         |                          | 3412182-824407 | 4/14/2021 | IT20210311A - OFC SUPPLIES | 66.34       |             |
|                         |         |                          | 4386549        | 4/14/2021 | IT20210329B - OFC SUPPLIES | 64.17       |             |
|                         |         |                          | 11189596634331 | 4/14/2021 | IT20210329A - OFC SUPPLIES | 59.75       |             |
|                         |         |                          | 11128481056607 | 4/14/2021 | IT20210326 - OFC SUPPLIES  | 56.66       |             |
|                         |         |                          | 11197835319208 | 4/14/2021 | IT20210311 - OFC SUPPLIES  | 38.59       |             |
|                         |         |                          | 3542105-383557 | 4/14/2021 | IT20210324A - OFC SUPPLIES | 27.06       | 3,316.01    |
| 4/27/2021               | 0043864 | ZOOM VIDEO COMMUNICATION | INV76605177    | 4/14/2021 | DEDICATED DIAL-IN NUMBER   | 9.80        | 9.80        |
| Sub total for U S BANK: |         |                          |                |           |                            |             | 24,952.13   |

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| 4/27/2021               | 0000368 | CLALLAM PUBLIC DEFENDER | 4721CPD        | 4/7/2021  | PRO SVCS-DIV             | 40.00       | 40.00       |
| 4/27/2021               | 0000599 | FORKS OUTFITTERS        | 41221FO        | 4/12/2021 | RESTITUTION              | 19.99       | 19.99       |
| 4/27/2021               | 0000628 | GALLS LLC               | 018035883      | 4/1/2021  | UNIFORMS & CLOTHING      | 176.26      | 176.26      |
| 4/27/2021               | 0017787 | DAIRY FRESH FARMS INC   | 8082109910     | 4/9/2021  | DET FOOD                 | 52.19       | 52.19       |
| 4/27/2021               | 0020849 | U S BANK                | INVPR987       | 2/8/2021  | REGISTRATION-LEXIPOL     | 1,760.00    |             |
|                         |         |                         | IPL00173220    | 4/1/2021  | ADVERTISING-LEGAL NOTICI | 1,031.71    |             |
|                         |         |                         | 3039441        | 3/18/2021 | LICENSE RENEWAL-DOH      | 302.50      |             |
|                         |         |                         | 013898         | 3/22/2021 | DET FOOD & SUPPLIES-COS  | 160.62      |             |
|                         |         |                         | 3061           | 4/1/2021  | SOFTWARE LICENSE-CASA M  | 156.00      |             |
|                         |         |                         | 037322         | 3/8/2021  | DET FOOD-COSTCO          | 131.02      |             |
|                         |         |                         | 3039481        | 3/18/2021 | LICENSE RENEWAL-DOH      | 108.50      |             |
|                         |         |                         | 112-3100079-48 | 3/23/2021 | OP SUPPLIES-AMAZON       | 52.85       |             |
|                         |         |                         | 112-6578162-56 | 3/17/2021 | SMALL TOOL & MINOR EQUIP | 49.78       |             |
|                         |         |                         | 088044         | 3/22/2021 | DET FOOD & SUPPLIES-WALI | 44.05       |             |
|                         |         |                         | 00055359       | 3/15/2021 | AWARDS AND RECOGNITION   | 42.18       |             |
|                         |         |                         | 112-9295718-62 | 3/15/2021 | DET SUPPLIES-AMAZON      | 33.67       |             |
|                         |         |                         | 112-4770477-95 | 3/9/2021  | OP SUPPLIES-AMAZON       | 28.28       |             |
|                         |         |                         | 111-5508318-24 | 3/15/2021 | DET SUPPLIES-AMAZON      | 28.27       |             |
|                         |         |                         | 4692229        | 3/1/2021  | PRO SVCS-LEMAY MOBILE SI | 19.30       |             |
|                         |         |                         | 088085         | 3/8/2021  | DET FOOD-FRANZ           | 19.06       |             |
|                         |         |                         | 940296760679   | 4/1/2021  | POSTAGE-FEDEX            | 14.57       |             |
|                         |         |                         | 940294994274   | 3/16/2021 | POSTAGE-FEDEX            | 14.22       |             |
|                         |         |                         | 039163         | 3/22/2021 | DET FOOD-FRANZ           | 12.59       |             |
|                         |         |                         | 019740         | 3/8/2021  | DET FOOD & OP SUPPLIES-V | 11.92       |             |
|                         |         |                         | 049996         | 3/31/2021 | REGISTRATION-FOOD HANDI  | 10.00       |             |
|                         |         |                         | 088744         | 3/24/2021 | REGISTRATION-FOOD HANDI  | 10.00       | 4,041.09    |
| 4/27/2021               | 0022041 | THOMAS SHERRY, M.S.     | 4254           | 3/31/2021 | PRO SVCS-SSODA           | 200.00      | 200.00      |
| 4/27/2021               | 0029825 | MARCOUX, BETTY          | 33121BM        | 4/10/2021 | CAP VOL-MILEAGE          | 13.44       | 13.44       |
| 4/27/2021               | 0041147 | AMERIGAS PROPANE LP     | 3120459509     | 4/6/2021  | UTILITIES                | 1,559.29    | 1,559.29    |
| Sub total for U S BANK: |         |                         |                |           |                          |             | 6,102.26    |

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|-----------|---------|--------------------------|-----------------|-----------|------------------------------|-------------|-------------|
| 4/27/2021 | 0000036 | AIRPORT GARDEN CENTER    | 942379          | 4/14/2021 | SC LAWN SEED                 | 151.88      |             |
|           |         |                          | 944758          | 4/14/2021 | VET LIME PELLETS             | 24.94       | 176.82      |
| 4/27/2021 | 0000085 | ANGELES CONCRETE PRODL   | pa1107          | 4/14/2021 | CH CONCRETE SLAB SHOP A      | 652.88      | 652.88      |
| 4/27/2021 | 0000091 | ANGELES MILLWORKS & LUM  | 285599          | 4/14/2021 | 2101UP 8X36 ALLTHREAD HE     | 113.64      |             |
|           |         |                          | 285797          | 4/14/2021 | 2101UP 10X36 ALLTHREAD N     | 58.62       |             |
|           |         |                          | 285443          | 4/15/2021 | 2110UP CDJ PLUMBING TAPE     | 38.83       |             |
|           |         |                          | 285468          | 4/14/2021 | FG HOLE PATCH PAINT SCRA     | 31.68       |             |
|           |         |                          | 285533          | 4/14/2021 | CH COTTER PINS HEX IMPAC     | 23.74       |             |
|           |         |                          | 285486          | 4/14/2021 | JUV 5/32 9/64 DRILL BIT SETS | 22.02       |             |
|           |         |                          | 285637          | 4/14/2021 | 2101UP WET PVC CEMENT P      | 17.39       |             |
|           |         |                          | 285291          | 4/14/2021 | JUV GORILLA GLUE FASTENE     | 8.81        | 314.73      |
| 4/27/2021 | 0000374 | CLEANTECH CARPET CARE    | 676971          | 4/14/2021 | CH FLOOR SCRUB AND WAX       | 2,850.00    |             |
|           |         |                          | 676969          | 4/14/2021 | CH CARPET CLEAN              | 1,729.00    | 4,579.00    |
| 4/27/2021 | 0000546 | EXPRESS SERVICES, INC    | 25216102        | 4/14/2021 | CH COVID CUSTODIAN WK E      | 3,447.36    |             |
|           |         |                          | 25247210        | 4/14/2021 | CH COVID CUSTODIAN WK E      | 2,872.80    | 6,320.16    |
| 4/27/2021 | 0000561 | FERGUSON ENTERPRISES IN  | 9198663         | 4/15/2021 | 2110UP CDJ WATER SYTEM F     | 277.63      |             |
|           |         |                          | 9198398         | 4/15/2021 | 2110UP CDJ WATER SYSTEM      | 182.44      | 460.07      |
| 4/27/2021 | 0000677 | GRAINGER INC             | 9861782473      | 4/14/2021 | SMPK DRY WIPE ROLL           | 186.59      |             |
|           |         |                          | 9862853232      | 4/14/2021 | CH PIPE INSULATION HOSE (    | 119.38      |             |
|           |         |                          | 9863113719      | 4/14/2021 | CH HOSE CLAMPS               | 82.59       |             |
|           |         |                          | 9866297691      | 4/14/2021 | JUV REPAIR KIT               | 34.68       | 423.24      |
| 4/27/2021 | 0000725 | HEARTLINE, THE           | a17627          | 4/14/2021 | VET 9 YRD TOPSOIL FOR LAV    | 401.47      | 401.47      |
| 4/27/2021 | 0001036 | MURREYS OLYMPIC DISPOS   | A6557193        | 4/14/2021 | SC MARCH GARBAGE             | 1,029.58    |             |
|           |         |                          | 6557178         | 4/14/2021 | DRA MARCH GARBAGE            | 288.34      | 1,317.92    |
| 4/27/2021 | 0001156 | OLYPEN INC               | 210410-0018     | 4/14/2021 | DRA DSL INTERNET             | 18.00       | 18.00       |
| 4/27/2021 | 0001179 | PACIFIC OFFICE EQUIPMENT | 1077253         | 4/14/2021 | ADM COPIER SERV              | 174.31      |             |
|           |         |                          | 1077228         | 4/14/2021 | FG COPIER SERVICE            | 17.72       | 192.03      |
| 4/27/2021 | 0001198 | PART WORKS INC, THE      | inv66312        | 4/15/2021 | JAIL PLUMBING PARTS          | 773.40      |             |
|           |         |                          | inv66405        | 4/15/2021 | JAIL PENAL TROL CARTRIDG     | 460.19      |             |
|           |         |                          | INV66041        | 4/14/2021 | JUV REGAL REPAIR KITS (6)    | 121.95      | 1,355.54    |
| 4/27/2021 | 0001252 | PORT ANGELES, CITY OF    | 63871-98716 3/2 | 4/15/2021 | CH MARCH UTIL AND GARBA      | 24,626.95   |             |
|           |         |                          | 63871-147906 3/ | 4/15/2021 | CH MARCH UTIL                | 3,956.12    |             |
|           |         |                          | 60327-89776 3/2 | 4/15/2021 | 3RD ST MARCH UTIL AND GA     | 969.99      | 29,553.06   |
| 4/27/2021 | 0001258 | PORT ANGELES POWER EQU   | 97959885        | 4/15/2021 | SC GALLON BAR OIL            | 13.01       | 13.01       |

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|-----------|---------|---------------------------|-----------------|-----------|---------------------------|-------------|-------------|
| 4/27/2021 | 0001300 | PUBLIC UTILITY DISTRICT   | 22216 3/21      | 4/15/2021 | CDJ MARCH ELECT           | 347.16      |             |
|           |         |                           | 25837 3/21      | 4/15/2021 | DRA MARCH ELECT           | 259.00      |             |
|           |         |                           | 25839 3/21      | 4/15/2021 | DRA MARCH ELECT           | 214.46      |             |
|           |         |                           | 22650 3/21      | 4/15/2021 | CB MARCH ELECT AND WATE   | 192.89      |             |
|           |         |                           | 25840 3/21      | 4/15/2021 | DRA MARCH ELECT           | 127.85      |             |
|           |         |                           | 57419 3/21      | 4/15/2021 | DL MARCH ELECT            | 125.89      |             |
|           |         |                           | 25838 3/21      | 4/15/2021 | DRA MARCH ELECT           | 47.25       |             |
|           |         |                           | 67069 3/21      | 4/15/2021 | SMPK CLINE SPIT UNMETERI  | 22.06       |             |
|           |         |                           | 126922 3/21     | 4/15/2021 | SMPK LKPLSNT UNMETEREC    | 12.74       |             |
|           |         |                           | 54219 3/21      | 4/15/2021 | SMPK W LKPLSNT UNMETER    | 12.74       | 1,362.04    |
| 4/27/2021 | 0001540 | SWAIN'S GENERAL STORE IN  | 285456          | 4/15/2021 | CH SMALL TOOLS AND NUTS   | 88.85       |             |
|           |         |                           | 285188          | 4/15/2021 | SC TRASH LINERS CLEANINC  | 32.51       |             |
|           |         |                           | 285693          | 4/15/2021 | VET CNTR SPRINKLER        | 23.90       |             |
|           |         |                           | 285494          | 4/15/2021 | VET CNTR LIQ NAILS COVER  | 9.91        | 155.17      |
| 4/27/2021 | 0001576 | THURMAN SUPPLY            | 748879          | 4/15/2021 | SC BLACK IRON ELBOW NIPF  | 19.48       |             |
|           |         |                           | 748657          | 4/15/2021 | JAIL GALVANIZED NIPPLE    | 8.82        | 28.30       |
| 4/27/2021 | 0001641 | VERIZON WIRELESS          | 9876435217      | 4/15/2021 | CH CUSTODIAN CELLPHONE    | 31.43       | 31.43       |
| 4/27/2021 | 0001671 | WASHINGTON AUTOMATED, I   | 1749-95310      | 4/15/2021 | JAIL SERVICE CALL FOR DRY | 718.08      | 718.08      |
| 4/27/2021 | 0004322 | ANDGAR CORPORATION        | 14303           | 4/15/2021 | 2106UP JUV REPLACE COMP   | 7,463.34    |             |
|           |         |                           | 14304           | 4/15/2021 | 2106UP JUV REPLACEMENT I  | 4,231.00    | 11,694.34   |
| 4/27/2021 | 0004360 | BEAMAN ARCHITECTURE LTC   | 21103-01        | 4/14/2021 | JUV ARCH SERV BLDG OCCL   | 250.00      | 250.00      |
| 4/27/2021 | 0018006 | DM DISPOSAL INC, A WASTE  | 6549488         | 4/14/2021 | CH MARCH RECYCLE          | 416.53      |             |
|           |         |                           | 6549760         | 4/14/2021 | SC MARCH RECYCLE          | 218.35      |             |
|           |         |                           | 6549539         | 4/14/2021 | CH MARCH RECYCLE          | 87.34       |             |
|           |         |                           | 6549761         | 4/14/2021 | DRA MARCH RECYCLE         | 71.36       |             |
|           |         |                           | 6549515         | 4/14/2021 | VET MARCH RECYCLE         | 33.03       | 826.61      |
| 4/27/2021 | 0020849 | U S BANK                  | GrantWrite USA  | 4/15/2021 | ADM GRANT WRITING TRAIN   | 455.00      |             |
|           |         |                           | CoPA 21-369     | 4/15/2021 | 2009FAC PERMIT CH VAV AIR | 243.50      |             |
|           |         |                           | Workamper 920   | 4/15/2021 | SC DRA CAMP HOST ADVERT   | 147.00      |             |
|           |         |                           | viasat cdj 3/21 | 4/15/2021 | CDJ SATELLITE INTERNET    | 95.65       |             |
|           |         |                           | viasat SC 3/21  | 4/15/2021 | SC SATELLITE INTERNET     | 72.85       |             |
|           |         |                           | amaz 2014634    | 4/15/2021 | FG SHREDDER SHARPENING    | 17.40       |             |
|           |         |                           | amaz 2561842    | 4/15/2021 | M NAME TAG REPLACEMENT    | 8.69        | 1,040.09    |
| 4/27/2021 | 0025256 | FIRE CHIEF EQUIPMENT CO., | 0082928-IN      | 4/14/2021 | CH VESDAAND ECARO SYST    | 2,127.05    | 2,127.05    |
| 4/27/2021 | 0027917 | COMMERCIAL REPAIR         | 263273          | 4/14/2021 | JAIL FREEZER REPAIR       | 3,926.42    | 3,926.42    |

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| 4/27/2021               | 0030590 | OLYMPIC PARTY & CUSTODIA | 14928           | 4/14/2021 | SC COVID NITRILE GLOVES   | 320.94      |             |
|                         |         |                          | 15064           | 4/14/2021 | CH WET MOP HEADS FOR W    | 96.22       | 417.16      |
| 4/27/2021               | 0033207 | HUNT ENGINEERING SERVICE | 8082            | 4/14/2021 | 2011FAC JAIL CONTROL BOA  | 5,750.00    | 5,750.00    |
| 4/27/2021               | 0035592 | CAMPLIFE INC             | 9811196         | 4/14/2021 | DRA SC ONLINE RESERVATIC  | 3,337.00    | 3,337.00    |
| 4/27/2021               | 0035842 | CLALLAM CO PARKS CREDIT  | Worldpay 3/21   | 4/16/2021 | DRA SC MARCH ONLINE CC F  | 2,349.98    | 2,349.98    |
| 4/27/2021               | 0036323 | BUCK'S NORTHWEST LANDS   | 2602            | 4/14/2021 | CH LANDSCAPE SERVICE      | 544.00      | 544.00      |
| 4/27/2021               | 0037042 | OFFICE DEPOT             | 164928800001    | 4/14/2021 | ADM DATE STAMP COPY PAP   | 136.76      | 136.76      |
| 4/27/2021               | 0037106 | GIRARD, ARICK            | Race St Auto 52 | 4/14/2021 | SC REIMBURSEMENT TO A G   | 45.49       | 45.49       |
| 4/27/2021               | 0037116 | ASSAABLOY ENTRANCE SYS   | Sei 1418239     | 4/14/2021 | CH JUV DOOR REPAIRS       | 2,216.46    | 2,216.46    |
| 4/27/2021               | 0037225 | JACKSON, DALE            | 817-21-01 3/21  | 4/14/2021 | 2006FAC MAR 2021 PROJECT  | 3,805.00    |             |
|                         |         |                          | 817-21-01 2/21  | 4/14/2021 | 2006FAC FEB 2021 PROJECT  | 1,145.00    | 4,950.00    |
| 4/27/2021               | 0038174 | COASTAL FARM & RANCH     | 1566            | 4/14/2021 | SMPK TRIMMER LINE         | 23.93       |             |
|                         |         |                          | 1576            | 4/14/2021 | SMPK MICRO USB CARD REA   | 16.31       | 40.24       |
| 4/27/2021               | 0041295 | C & C TIMBER INC         | 8928            | 4/14/2021 | SC 320 FIREWOOD BUNDLES   | 1,116.80    | 1,116.80    |
| 4/27/2021               | 0041605 | HOME DEPOT PRO           | 609577317       | 4/14/2021 | CH AIR FILTERS            | 1,075.10    |             |
|                         |         |                          | 610655847       | 4/14/2021 | DRA BATH TISSUE, BROOM, ( | 925.05      |             |
|                         |         |                          | 609348313       | 4/14/2021 | CH AIR FILTERS            | 399.49      |             |
|                         |         |                          | 608613055       | 4/14/2021 | CDJ BATH TISSUE BLEACH    | 217.01      |             |
|                         |         |                          | 609577325       | 4/14/2021 | CH AIR FILTERS            | 176.25      |             |
|                         |         |                          | 609577309       | 4/14/2021 | DRA URNAL SCREEN          | 35.70       |             |
|                         |         |                          | 608841508       | 4/14/2021 | CH LINERS PRICE ADJUST CI | -101.92     | 2,726.68    |
| 4/27/2021               | 0041765 | CALL LUKE LLC            | 1004021         | 4/14/2021 | CH JAIL PEST SPRAY AND RC | 73.98       | 73.98       |
| 4/27/2021               | 0041995 | CASCADIA WATER LLC       | 3401 3/21       | 4/14/2021 | DRA FEB MAR WATER         | 317.94      | 317.94      |
| 4/27/2021               | 0044994 | SERVPRO OF CLALLAM & JEF | 759             | 4/15/2021 | SC ASBESTOS INSPECTION F  | 320.08      | 320.08      |
| Sub total for U S BANK: |         |                          |                 |           |                           |             | 92,280.03   |

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| 4/27/2021               | 0000360 | CLALLAM COUNTY ER&R       | 2021.089E     | 4/15/2021 | EQUIPMENT RENTAL   | 233.64      | 233.64      |
| 4/27/2021               | 0000363 | CLALLAM COUNTY SHERIFF    | 21-5-00011-05 | 4/15/2021 | PERSONAL SERVICE   | 45.00       | 45.00       |
| 4/27/2021               | 0000546 | EXPRESS SERVICES, INC     | 25247229      | 4/15/2021 | EXPRESS SERVICES   | 5,660.43    |             |
|                         |         |                           | 2518444       | 4/15/2021 | EXPRESS SERVICES   | 3,606.83    |             |
|                         |         |                           | 25216119      | 4/15/2021 | EXPRESS SERVICES   | 1,388.80    | 10,656.06   |
| 4/27/2021               | 0000890 | LANGUAGE LINE SERVICES, I | 4953366       | 4/15/2021 | LANGUAGE LINE      | 229.40      | 229.40      |
| 4/27/2021               | 0001113 | OFFICE DEPOT, INC         | 164193435001  | 4/15/2021 | OFFICE DEPOT       | 89.31       |             |
|                         |         |                           | 164192399001  | 4/15/2021 | OFFICE SUPPLIES    | 30.45       | 119.76      |
| 4/27/2021               | 0001136 | OLYMPIC MEDICAL CENTER    | OMCLAB4/15/21 | 4/15/2021 | OMC                | 225.00      | 225.00      |
| 4/27/2021               | 0020849 | U S BANK                  | 843932303     | 4/15/2021 | WESTLAW CHARGES    | 3,805.20    |             |
|                         |         |                           | 5133          | 4/15/2021 | CRAVERS            | 163.00      |             |
|                         |         |                           | 1146525677494 | 4/15/2021 | OFFICE SUPPLIES    | 152.52      |             |
|                         |         |                           | 1145923299884 | 4/15/2021 | OFFICE SUPPLIES    | 130.56      |             |
|                         |         |                           | 1114914671754 | 4/15/2021 | OFFICE SUPPLIES    | 117.10      |             |
|                         |         |                           | 91174269      | 4/15/2021 | PERSONAL SERVICE   | 114.13      |             |
|                         |         |                           | 1330001079382 | 4/15/2021 | OFFICE SUPPLIES    | 83.99       |             |
|                         |         |                           | 9627291260743 | 4/15/2021 | OFFICE SUPPLIES    | 70.37       |             |
|                         |         |                           | 2187784184584 | 4/15/2021 | OFFICE SUPPLIES    | 50.22       |             |
|                         |         |                           | 0630186099946 | 4/15/2021 | OFFICE SUPPLIES    | 43.12       |             |
|                         |         |                           | 1494318       | 4/15/2021 | LEMAY PICKUP       | 25.76       |             |
|                         |         |                           | 1144992788244 | 4/15/2021 | OFFICE SUPPLIES    | 14.98       | 4,770.95    |
| 4/27/2021               | 0025990 | NONDEPARTMENTAL, CLALLA   | 21MB005       | 4/15/2021 | QUARTERLY POSTAGE  | 77.99       | 77.99       |
| 4/27/2021               | 0026122 | KIESEL, ERIC L, MD, PHD   | KIESEL4/15/21 | 4/15/2021 | CORONER            | 19,500.00   | 19,500.00   |
| 4/27/2021               | 0029872 | SEQUIM VALLEY FUNERAL CH  | MARCH2021     | 4/15/2021 | CORONER            | 4,200.00    | 4,200.00    |
| 4/27/2021               | 0038077 | ODYSSEY MANAGEMENT SE     | 20211         | 4/15/2021 | ODYSSEY MANAGEMENT | 1,364.00    | 1,364.00    |
| 4/27/2021               | 0041050 | ESHOM, JESSICA            | 337309        | 4/15/2021 | CORONER            | 150.00      | 150.00      |
| Sub total for U S BANK: |         |                           |               |           |                    |             | 41,571.80   |

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| Check #   | Date    | Vendor                    | Invoice        | Inv Date  | Description                       | Amount Paid | Check Total |
|-----------|---------|---------------------------|----------------|-----------|-----------------------------------|-------------|-------------|
| 4/27/2021 | 0000091 | ANGELES MILLWORKS & LUM   | 286248         | 4/15/2021 | Propane - PA 904                  | 26.54       |             |
|           |         |                           | 286089         | 4/14/2021 | Propane - PA 830                  | 17.61       | 44.15       |
| 4/27/2021 | 0000099 | A-1 AUTO PARTS            | 1316383        | 4/7/2021  | All brite - SQ 251                | 38.07       | 38.07       |
| 4/27/2021 | 0000172 | BAXTER A/P OFFICE         | 15-727701      | 4/8/2021  | Single edge blade, wthstrip adl   | 31.07       | 31.07       |
| 4/27/2021 | 0000377 | PACWEST MACHINERY LLC     | 20345834       | 4/6/2021  | Turbochrgs, muffler, e.pipe...- I | 3,577.10    |             |
|           |         |                           | 20345872       | 4/7/2021  | Muffler, exhaust pipe, u-bolt - L | 470.75      | 4,047.85    |
| 4/27/2021 | 0000592 | FORKS AUTO ELECTRIC       | 758309         | 3/31/2021 | Repair alternator,regulator asy.. | 86.04       |             |
|           |         |                           | 758316         | 4/7/2021  | 73510 sockets - LC 240            | 7.38        | 93.42       |
| 4/27/2021 | 0000594 | DECKER CITY HARDWARE, TI  | 639493         | 4/6/2021  | 5-20 GAL STD filter - LC          | 15.18       | 15.18       |
| 4/27/2021 | 0000599 | FORKS OUTFITTERS          | 6APR2021       | 4/6/2021  | CM cartridge filter - LC          | 15.18       | 15.18       |
| 4/27/2021 | 0000772 | INDUSTRIAL HYDRAULICS IN  | A333549        | 3/30/2021 | Crimp fittings,Hy.fitting-WE ,Stc | 261.44      | 261.44      |
| 4/27/2021 | 0000894 | LARSCO INC                | 1107336-01     | 4/12/2021 | Fuse holders,bulk,ring terminal-  | 75.93       | 75.93       |
| 4/27/2021 | 0000917 | LINCOLN INDUSTRIAL CORP I | 158341         | 3/25/2021 | Dump box Tailgate, chute - PA 2   | 3,291.74    | 3,291.74    |
| 4/27/2021 | 0001252 | PORT ANGELES, CITY OF     | 152934&154358  | 4/9/2021  | Utility charges - PA              | 4,873.91    | 4,873.91    |
| 4/27/2021 | 0001255 | PRICE FORD LINCOLN MERCI  | 5037829        | 4/8/2021  | Arm asy, rear sus - PA Stores     | 295.57      |             |
|           |         |                           | 5037896        | 4/13/2021 | Switch asy, direction - PA S347   | 48.51       | 344.08      |
| 4/27/2021 | 0001586 | TRAFFIC SAFETY SUPPLY COI | INV036813      | 4/6/2021  | Post base units - PA              | 1,584.23    |             |
|           |         |                           | INV036717      | 3/31/2021 | School speed limit 20 signs - P/  | 176.72      | 1,760.95    |
| 4/27/2021 | 0001781 | WHITEHEADS AUTO PARTS I   | 189725         | 3/18/2021 | Air filters - WE 415              | 102.34      |             |
|           |         |                           | 191461         | 4/5/2021  | Air filter - LC 617               | 35.11       |             |
|           |         |                           | 191405         | 4/5/2021  | Rachet tie down - LC 122          | 32.70       |             |
|           |         |                           | 191788         | 4/8/2021  | Hose clamp, clamps - LC 225       | 28.50       |             |
|           |         |                           | 191675         | 4/7/2021  | Hydraulic filters - LC Stores     | 21.66       |             |
|           |         |                           | 192112         | 4/12/2021 | Hydraulic filter - LC 617         | 19.12       |             |
|           |         |                           | 191536         | 4/6/2021  | Enr. elect. battery - LC A54      | 6.63        |             |
|           |         |                           | 192066         | 4/12/2021 | Hose clamps - LC 225              | 6.58        | 252.64      |
| 4/27/2021 | 0004211 | CENTURYLINK               | 4766812B/04052 | 4/5/2021  | Phone service - CH 20-FICH        | 82.92       | 82.92       |
| 4/27/2021 | 0004448 | DAREN'S POINT S TIRE & AU | T84812         | 4/9/2021  | Mount/balance (6) - PA 180        | 110.65      | 110.65      |
| 4/27/2021 | 0017663 | ARAMARK UNIFORM SVCS IN   | 512000032846   | 4/8/2021  | Laundry services - SQ             | 15.25       | 15.25       |

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|-------------------------|---------|-------------------------------------|------------|-----------|----------------------------------|-------------|-------------|
| Check #                 | Date    | Vendor                              | Invoice    | Inv Date  | Description                      | Amount Paid | Check Total |
| 4/27/2021               | 0019701 | CONSTRUCTION PARTS                  | 31731      | 4/12/2021 | PA Stores/ Tube Brooms           | 3,732.25    |             |
|                         |         |                                     | 31733      | 4/9/2021  | Eljin gutter broom bulk - PA 402 | 2,720.00    |             |
|                         |         |                                     | 3172       | 4/12/2021 | HD & Eljin poly pube brooms - F  | 2,090.79    |             |
|                         |         |                                     | 31918      | 4/12/2021 | Flat DB grader blade - PA 336    | 623.42      |             |
|                         |         |                                     | 31730      | 4/12/2021 | HD poly tube broom - PA 402      | 498.67      |             |
|                         |         |                                     | 31938      | 4/13/2021 | Credit return PA Stores/ Tube B  | -621.72     | 9,043.41    |
| 4/27/2021               | 0022435 | RACE STREET AUTO PARTS              | 530632     | 4/13/2021 | 15gpm 12v dc pump kit - PA 18    | 537.47      |             |
|                         |         |                                     | 530673     | 4/14/2021 | Brake pads, rotors - PA Stores   | 524.07      |             |
|                         |         |                                     | 530443     | 4/12/2021 | Starter, core deposit - PA 216   | 414.63      |             |
|                         |         |                                     | 529710     | 4/7/2021  | Oil filters - PA stores          | 153.32      |             |
|                         |         |                                     | 530323     | 4/12/2021 | Air filters - PA Stores          | 89.22       |             |
|                         |         |                                     | 529841     | 4/8/2021  | Wthrstrp adhv, LED mdl 19 - P/   | 70.07       |             |
|                         |         |                                     | 530448     | 4/12/2021 | Air filter - PA Stores           | 60.17       |             |
|                         |         |                                     | 530447     | 4/12/2021 | Fuel & oil filters - PA Stores   | 49.84       |             |
|                         |         |                                     | 529914     | 4/8/2021  | Hyd/fil - PA stores              | 43.05       |             |
|                         |         |                                     | 529048     | 4/2/2021  | Blower motor wheel - PA 233      | 41.91       |             |
|                         |         |                                     | 530324     | 4/12/2021 | Air filter - PA Stores           | 30.08       |             |
|                         |         |                                     | 529716     | 4/7/2021  | Hyd/fil - PA stores              | 28.70       |             |
|                         |         |                                     | 529558     | 4/7/2021  | Couplers - PA                    | 21.74       |             |
|                         |         |                                     | 530321     | 4/12/2021 | Horn - PA 411                    | 19.64       | 2,083.91    |
| 4/27/2021               | 0023338 | CENTRAL WELDING SUPPLY PT 850402    |            | 4/8/2021  | MC Acetylene (10CF) - LC         | 102.59      | 102.59      |
| 4/27/2021               | 0025990 | NONDEPARTMENTAL, CLALL/21MB004      |            | 4/12/2021 | Postage 1st Qtr - ER&R           | 110.96      | 110.96      |
| 4/27/2021               | 0036418 | PA FAR WEST MACHINE &, HY0321-3259C |            | 3/25/2021 | Build new pin - PA 850           | 538.22      | 538.22      |
| 4/27/2021               | 0036423 | TEC EQUIPMENT INC                   | 718531K    | 4/8/2021  | Fan kit ki - PA 904              | 577.22      | 577.22      |
| 4/27/2021               | 0042872 | PROPANE NORTHWEST                   | 1503825508 | 4/6/2021  | Propane delivery - SQ            | 345.54      |             |
|                         |         |                                     | 1503807647 | 4/1/2021  | '21 Tank rent fee for #1836170   | 2.00        | 347.54      |
| 4/27/2021               | 0043469 | PETROCARD                           | 408857-IN  | 4/12/2021 | Unleaded fuel purchase - LC      | 3,208.01    | 3,208.01    |
| Sub total for U S BANK: |         |                                     |            |           |                                  |             | 31,366.29   |

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| 4/27/2021 | 0000091 | ANGELES MILLWORKS & LUM   | 286217         | 4/15/2021 | MAINTENANCE SUPPLIES - C   | 186.93      |             |
|           |         |                           | 286054         | 4/13/2021 | FIELD SUPPLIES - SURVEY    | 29.29       |             |
|           |         |                           | 286219         | 4/15/2021 | MAINTENANCE SUPPLIES - C   | 27.72       |             |
|           |         |                           | 286221         | 4/15/2021 | MAINTENANCE SUPPLIES - C   | 12.72       | 256.66      |
| 4/27/2021 | 0000196 | BILLS PLUMBING & SANIKAN  | IS3606186      | 4/15/2021 | 04/21~05/21 SQ SHOP SANIK/ | 95.00       | 95.00       |
| 4/27/2021 | 0000360 | CLALLAM COUNTY ER&R       | 2021.103E      | 4/12/2021 | 03/21 MONTHLY TRUCK REN    | 12,793.64   |             |
|           |         |                           | 2021.094E      | 4/12/2021 | 03/21 FACILITIES RENT      | 8,000.00    |             |
|           |         |                           | 2021.096E      | 4/12/2021 | 03/21 ITEMS FROM ER&R INV  | 5,462.92    |             |
|           |         |                           | 2021.095E      | 4/12/2021 | 03/12 GRAVEL USED FROM IN  | 1,570.89    |             |
|           |         |                           | 2021.093E      | 4/12/2021 | 03/21 SIGNS USED FROM INV  | 1,562.07    | 29,389.52   |
| 4/27/2021 | 0000366 | CLALLAM COUNTY TREASUR    | 204-78045      | 4/14/2021 | 2021 WEED & FIRE CONTROL   | 31.10       | 31.10       |
| 4/27/2021 | 0000546 | EXPRESS SERVICES, INC     | 25247209-10101 | 4/6/2021  | 03/28/21~04/04/21 ROADS    | 4,714.13    | 4,714.13    |
| 4/27/2021 | 0000561 | FERGUSON ENTERPRISES IN   | 9222219        | 4/12/2021 | MAINTENANCE SUPPLIES - S   | 187.00      | 187.00      |
| 4/27/2021 | 0000709 | HARBOR SAW & SUPPLY       | 648000         | 4/8/2021  | MAINTENANCE SUPPLIES - P   | 371.44      | 371.44      |
| 4/27/2021 | 0000885 | LAKESIDE INDUSTRIES, INC  | 156242         | 4/10/2021 | EZ STREET ASPHALT - SQ     | 211.12      |             |
|           |         |                           | 156241         | 4/10/2021 | EZ STREET ASPHALT - PA     | 191.92      | 403.04      |
| 4/27/2021 | 0001156 | OLYPEN INC                | 210411-0017    | 4/22/2021 | 04/21~05/21 MLS, OLS DUES  | 40.50       | 40.50       |
| 4/27/2021 | 0001253 | PORT ANGELES SOLID WAST   | 71117          | 4/12/2021 | 03/21 LITTLE PICKUP        | 184.28      | 184.28      |
| 4/27/2021 | 0001300 | PUBLIC UTILITY DISTRICT   | 30702-040621   | 4/6/2021  | 03/03/21~04/03/21 66 LOWER | 46.21       | 46.21       |
| 4/27/2021 | 0001540 | SWAIN'S GENERAL STORE IN  | 285510         | 4/8/2021  | MAINTENANCE SUPPLIES - P   | 26.01       | 26.01       |
| 4/27/2021 | 0001551 | TACOMA SCREW PRODUCTS     | 14404994       | 4/6/2021  | MAINTENANCE SUPPLIES - S   | 150.83      |             |
|           |         |                           | 14404532       | 4/1/2021  | MAINTENANCE SUPPLIES - P   | 56.13       |             |
|           |         |                           | 14404993       | 4/6/2021  | MAINTENANCE SUPPLIES - S   | 40.23       |             |
|           |         |                           | 14405338       | 4/8/2021  | MAINTENANCE SUPPLIES - S   | 28.28       | 275.47      |
| 4/27/2021 | 0001586 | TRAFFIC SAFETY SUPPLY CO  | INV036807      | 4/6/2021  | MAINTENANCE SUPPLIES - L   | 416.63      | 416.63      |
| 4/27/2021 | 0004211 | CENTURYLINK               | 6812667-040721 | 4/7/2021  | 360-681-2667 726B          | 191.43      |             |
|           |         |                           | 6835282-040821 | 4/8/2021  | 360-683-5282 747B          | 127.99      | 319.42      |
| 4/27/2021 | 0005032 | OWEN EQUIPMENT COMPAN     | 00101442       | 4/8/2021  | BROOM RENTAL - SQ          | 6,628.05    | 6,628.05    |
| 4/27/2021 | 0017663 | ARAMARK UNIFORM SVCS IN   | 512000032800   | 4/8/2021  | LAUNDRY SERVICE - LC       | 15.92       |             |
|           |         |                           | 512000032845   | 4/8/2021  | LAUNDRY SERVICE - SQ       | 15.46       | 31.38       |
| 4/27/2021 | 0022435 | RACE STREET AUTO PARTS    | 529802         | 4/8/2021  | MAINTENANCE SUPPLIES - P   | 514.73      | 514.73      |
| 4/27/2021 | 0023234 | ZUMAR INDUSTRIES          | 35813          | 4/8/2021  | CONSTRUCTION SUPPLIES -    | 2,080.80    | 2,080.80    |
| 4/27/2021 | 0023825 | HIGHWAY SPECIALITIES, LLC | 65768          | 4/7/2021  | MAINTENANCE SUPPLIES - A   | 1,251.20    | 1,251.20    |
| 4/27/2021 | 0025990 | NONDEPARTMENTAL, CLALL    | 21MB004-10101  | 3/31/2021 | 2021 Q1 POSTAGE - ROADS    | 292.76      | 292.76      |

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| 4/27/2021               | 0038551 | JJC RESOURCES LLC       | 2104041-IN     | 4/12/2021 | MAINTENANCE SUPPLIES - P  | 240.09      | 240.09      |
| 4/27/2021               | 0039453 | CORNWELL TOOLS          | 25211          | 4/12/2021 | MAINTENANCE SUPPLIES - S  | 222.10      | 222.10      |
| 4/27/2021               | 0043469 | PETROCARD               | 0191584        | 4/9/2021  | MAINTENANCE SUPPLIES - P  | 303.56      | 303.56      |
| 4/27/2021               | 0045049 | PATTERSON-MERKLEY, KELL | 36152 033121 R | 4/13/2021 | DRA2021-00109 DUPLICATE F | 30.00       | 30.00       |
| Sub total for U S BANK: |         |                         |                |           |                           |             | 48,351.08   |

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| 4/27/2021               | 0000546 | EXPRESS SERVICES, INC   | 25247209-40201 | 4/6/2021  | 03/28/21~04/04/21 SOLID WAS | 280.20      | 280.20      |
| 4/27/2021               | 0025990 | NONDEPARTMENTAL, CLALLA | 21MB004-40201  | 4/12/2021 | 2021 Q1 POSTAGE - SOLID W   | 2.53        | 2.53        |
| 4/27/2021               | 0001739 | WA STATE UNIVERSITY     | 0321           | 4/8/2021  | 03/21 FOOD ACCESS COORD     | 421.83      | 421.83      |
| 4/27/2021               | 0000360 | CLALLAM COUNTY ER&R     | 2021.098E      | 4/12/2021 | 03/21 FUEL                  | 16.49       | 16.49       |
| 4/27/2021               | 0000546 | EXPRESS SERVICES, INC   | 25247209-41401 | 4/6/2021  | 03/28/21~04/04/21 CLALLAM E | 2,188.40    | 2,188.40    |
| 4/27/2021               | 0025990 | NONDEPARTMENTAL, CLALLA | 21MB004-41401  | 4/12/2021 | 2021 Q1 POSTAGE - CLALLAM   | 504.97      | 504.97      |
| 4/27/2021               | 0020614 | WOOD HAWK, INC          | 1893           | 4/11/2021 | WASTE TRANSFER              | 2,870.00    | 2,870.00    |
| 4/27/2021               | 0000546 | EXPRESS SERVICES, INC   | 25247209-42401 | 4/6/2021  | 03/28/21~04/04/21 CARLSBOR  | 170.88      | 170.88      |
| 4/27/2021               | 0025990 | NONDEPARTMENTAL, CLALLA | 21MB004-42401  | 4/12/2021 | 2021 Q1 POSTAGE - CARLSBO   | 171.34      | 171.34      |
| 4/27/2021               | 0000348 | CLALLAM COUNTY DEPT OF, | 20-0439        | 4/14/2021 | WATER TESTING - BBWA        | 23.00       | 23.00       |
| 4/27/2021               | 0000546 | EXPRESS SERVICES, INC   | 25247209-43401 | 4/6/2021  | 03/28/21~04/04/21 BBWA      | 287.72      | 287.72      |
| Sub total for U S BANK: |         |                         |                |           |                             |             | 6,937.36    |

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| 4/27/2021 | 0000008 | LEXIS NEXIS RISK MGMT INC | 1035851-202103    | 3/31/2021 | DATABASE FEE             | 54.40       | 54.40       |
| 4/27/2021 | 0000296 | CENTURYLINK               | 410622965-Apr2    | 4/6/2021  | DATA CONNECTION          | 2,396.59    | 2,396.59    |
| 4/27/2021 | 0000296 | CENTURYLINK               | 4060092135        | 4/6/2021  | DATA CONNECTION          | 1,236.58    | 1,236.58    |
| 4/27/2021 | 0000296 | CENTURYLINK               | 300421654-Apr2    | 4/6/2021  | TELEPHONE SERVICE        | 227.08      | 227.08      |
| 4/27/2021 | 0000354 | CLALLAM COUNTY SEWER DIST | 1481-Apr21        | 4/12/2021 | SEWER-CLALLAM BAY        | 56.50       | 56.50       |
| 4/27/2021 | 0000360 | CLALLAM COUNTY ER&R       | 2021.091E         | 4/12/2021 | VEHICLE SERVICE FOR PATR | 792.00      |             |
|           |         |                           | 2021.099E         | 4/12/2021 | CHAIN GANG & SAR VEHICLE | 633.41      |             |
|           |         |                           | 2021.092E         | 4/12/2021 | OPNET VEHICLE SERVICE    | 66.00       |             |
|           |         |                           | 2021.100E         | 4/12/2021 | OPNET VEHICLE PARTS      | 29.02       | 1,520.43    |
| 4/27/2021 | 0000491 | DOOLEY ENTERPRISES INC    | 59903             | 3/18/2021 | AMMUNITION               | 823.05      | 823.05      |
| 4/27/2021 | 0000494 | DRAKES U-BAKE PIZZA & SUE | VacClinic 3.27-21 | 4/7/2021  | LUNCH FOR VOLUNTEERS     | 1,636.35    |             |
|           |         |                           | VacClinic 2.20-21 | 4/7/2021  | LUNCH FOR VOLUNTEERS     | 1,636.35    |             |
|           |         |                           | VacClinic 3.6-7.2 | 4/7/2021  | LUNCH FOR VOLUNTEERS     | 1,527.55    |             |
|           |         |                           | VacClinic 2.27-21 | 4/7/2021  | LUNCH FOR VOLUNTEERS     | 1,527.55    |             |
|           |         |                           | VacClinic 3.20.21 | 4/7/2021  | LUNCH FOR VOLUNTEERS     | 600.58      |             |
|           |         |                           | VacClinic 3.13.21 | 4/7/2021  | LUNCH FOR VOLUNTEERS     | 574.05      | 7,502.43    |
| 4/27/2021 | 0000593 | FORKS, CITY OF            | 1911              | 4/5/2021  | PRISONER BOARD - MARCH   | 364.84      | 364.84      |
| 4/27/2021 | 0000628 | GALLS LLC                 | 018066542         | 4/6/2021  | UNIFORM - S.WATERHOUSE   | 285.04      |             |
|           |         |                           | 018066543         | 4/6/2021  | UNIFORM - BERNSTEN       | 285.04      | 570.08      |
| 4/27/2021 | 0000890 | LANGUAGE LINE SERVICES, I | 4954887           | 3/31/2021 | TRANSLATION SERVICES     | 8.82        | 8.82        |
| 4/27/2021 | 0001148 | OLYMPIC SPRINGS INC       | 337915            | 3/31/2021 | WATER                    | 172.99      |             |
|           |         |                           | 337669            | 3/31/2021 | WATER                    | 147.04      |             |
|           |         |                           | 338138            | 3/31/2021 | WATER                    | 43.30       | 363.33      |
| 4/27/2021 | 0001252 | PORT ANGELES, CITY OF     | 71223             | 4/12/2021 | 2ND QTR 2021 PENCOM DISF | 65,175.00   |             |
|           |         |                           | 82495-151160 A    | 4/9/2021  | UTILITIES - FRONT ST     | 464.00      | 65,639.00   |
| 4/27/2021 | 0001300 | PUBLIC UTILITY DISTRICT   | 22794-Apr21       | 4/5/2021  | UTILITIES-FRONTIER #1    | 314.36      |             |
|           |         |                           | 96237-Apr21       | 4/5/2021  | UTILITIES-FRONTIER #2    | 48.62       | 362.98      |
| 4/27/2021 | 0001543 | SWANSONS SERVICES CORP    | 1423952           | 4/1/2021  | INMATE COMMISSARY        | 40.00       | 40.00       |
| 4/27/2021 | 0001603 | TYLER TECHNOLOGIES INC.   | 045-335883        | 4/9/2021  | PAYROLL SOFTWARE         | 640.00      | 640.00      |
| 4/27/2021 | 0001723 | WSDOT/WA ST FERRIES       | RK366489          | 4/15/2021 | FERRY CARDS APR2021      | 49.20       | 49.20       |
| 4/27/2021 | 0001734 | WA ST PATROL              | I21005319         | 4/7/2021  | BACKGROUND CHECKS        | 1,232.25    | 1,232.25    |
| 4/27/2021 | 0004211 | CENTURYLINK               | 360-417-5363 A    | 4/2/2021  | INTERNET SERVICES        | 65.00       | 65.00       |
| 4/27/2021 | 0004579 | WA STATE DEPT OF AGRICUL  | 1945              | 4/6/2021  | SCALE CALIBRATION        | 67.20       | 67.20       |

Bank : apbank U S BANK

(Continued)

| Check #                 | Date    | Vendor                | Invoice           | Inv Date  | Description                | Amount Paid | Check Total |
|-------------------------|---------|-----------------------|-------------------|-----------|----------------------------|-------------|-------------|
| 4/27/2021               | 0024610 | WAPRO                 | 2670              | 4/14/2021 | SPRING CONFERENCE REGI:    | 60.00       |             |
|                         |         |                       | 2673              | 4/14/2021 | SPRING CONFERENCE REGI:    | 60.00       |             |
|                         |         |                       | WAPRO - Johns     | 4/15/2021 | ANNUAL MEMBERSHIP - JOH    | 25.00       | 145.00      |
| 4/27/2021               | 0029386 | STOPPANI, BRANDON     | Burien 3.15-3.18  | 4/15/2021 | TRAVEL - TRAINING CJTC     | 190.00      | 190.00      |
| 4/27/2021               | 0037247 | HAIR BY NICOLE        | Haircuts 4.13.21  | 4/13/2021 | INMATE HAIRCUTS            | 120.00      | 120.00      |
| 4/27/2021               | 0038483 | ESTEP, STEFFEN        | Seattle 3.28-4.1. | 4/15/2021 | TRAVEL - TRAINING REID INT | 304.00      | 304.00      |
| 4/27/2021               | 0040060 | POWERDMS INC          | INV-5211          | 4/5/2021  | ACCREDITATION STANDARD:    | 2,502.40    | 2,502.40    |
| 4/27/2021               | 0041605 | HOME DEPOT PRO        | 608585493         | 3/30/2021 | KITCHEN SUPPLIES           | 19.26       | 19.26       |
| 4/27/2021               | 0043469 | PETROCARD             | C727056           | 3/31/2021 | FUEL FOR PATROL, BOAT, AN  | 1,045.06    | 1,045.06    |
| 4/27/2021               | 0043511 | OPEN TEXT INC         | 9002442971        | 4/7/2021  | ENCASE COMPUTER SECUR      | 279.56      | 279.56      |
| 4/27/2021               | 0044624 | HECK, DYLAN           | Seattle 3.28-4.1. | 4/15/2021 | TRAVEL - TRAINING REID INT | 19.00       | 19.00       |
| 4/27/2021               | 0045044 | ROORDA LAND SURVEYING | 210301            | 3/11/2021 | SURVEYING                  | 1,075.00    | 1,075.00    |
| Sub total for U S BANK: |         |                       |                   |           |                            |             | 88,919.04   |

Sheriff (2)

Bank : apbank U S BANK

| Check #                 | Date    | Vendor   | Invoice    | Inv Date  | Description                | Amount Paid | Check Total |
|-------------------------|---------|----------|------------|-----------|----------------------------|-------------|-------------|
| 4/27/2021               | 0020849 | U S BANK | 6528-Apr21 | 4/14/2021 | AMAZON,WALMART,SWAINS,     | 2,362.86    |             |
|                         |         |          | 6730-Apr21 | 4/14/2021 | BLAUER, PAYPAL, CCI HOTEL  | 1,535.80    |             |
|                         |         |          | 6236-Apr21 | 4/14/2021 | MASTER LOCKSMITH, PLATT    | 540.17      |             |
|                         |         |          | 4738-Apr21 | 4/14/2021 | EYEWASHDIRECT, JUSTRITE    | 523.40      |             |
|                         |         |          | 7400-Apr21 | 4/14/2021 | NAPA, SIMPLISAFE, MOTIS, A | 491.21      |             |
|                         |         |          | 8739-Apr21 | 4/14/2021 | LAQUINTA INNS, TOTAL WIRE  | 485.30      |             |
|                         |         |          | 4761-Apr21 | 4/14/2021 | SHORT STOP, VANGUARD, P,   | 472.07      |             |
|                         |         |          | 0097-Apr21 | 4/14/2021 | SWAINS, HARBOR FREIGHT,    | 361.94      |             |
|                         |         |          | 0945-Apr21 | 4/14/2021 | WALMART, PAYPAL, PROFES    | 231.16      |             |
|                         |         |          | 7275-Apr21 | 4/14/2021 | LIVE VIEW GPS              | 79.90       | 7,083.81    |
| Sub total for U S BANK: |         |          |            |           |                            |             | 7,083.81    |

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Final Check List  
CLALLAM COUNTY

Sheriff Jail Med

Page: 1

Bank : apbank U S BANK

| Check #                 | Date    | Vendor                    | Invoice     | Inv Date  | Description     | Amount Paid | Check Total |
|-------------------------|---------|---------------------------|-------------|-----------|-----------------|-------------|-------------|
| 4/27/2021               | 0001136 | OLYMPIC MEDICAL CENTER    | OMC 4.15.21 | 4/15/2021 | INMATE MEDICAL  | 2,263.31    | 2,263.31    |
| 4/27/2021               | 0004826 | OLYMPIC MEDICAL PHYSICIAN | 71226548740 | 4/15/2021 | INMATE MEDICAL  | 98.40       | 98.40       |
| 4/27/2021               | 0025115 | RADIA INC PS              | Z7ORP82     | 4/15/2021 | INMATE MEDICAL  | 5.20        | 5.20        |
| 4/27/2021               | 0041537 | MCKESSON MEDICAL-SURGI    | 18110195    | 3/31/2021 | CLINIC SUPPLIES | 410.96      |             |
|                         |         |                           | 18106986    | 3/30/2021 | CLINIC SUPPLIES | 186.40      | 597.36      |
| Sub total for U S BANK: |         |                           |             |           |                 |             | 2,964.27    |

Bank : apbank U S BANK

| Check #                 | Date    | Vendor                           | Invoice         | Inv Date  | Description                 | Amount Paid | Check Total |
|-------------------------|---------|----------------------------------|-----------------|-----------|-----------------------------|-------------|-------------|
| 4/27/2021               | 0020849 | U S BANK                         | 114-3359979-97: | 4/14/2021 | 3/24/21-WALL MOUNT STORA    | 71.17       |             |
|                         |         |                                  | 9876181650      | 4/14/2021 | MARCH 2021 - VERIZON CELI   | 50.21       | 121.38      |
| 4/27/2021               | 0020849 | U S BANK                         | 68181728        | 4/14/2021 | 4/01/21- BIG LOTS, SUPPLIES | 47.86       | 47.86       |
| 4/27/2021               | 0020849 | U S BANK                         | 4000202126      | 4/12/2021 | 3/29/21-JUVENILE DETENTIOI  | 187.85      |             |
|                         |         |                                  | 113-3440267-26: | 4/12/2021 | 3/08/21-AMAZON SPEAKER AI   | 43.49       | 231.34      |
| 4/27/2021               | 0000357 | CLALLAM-JEFFERSON CO PR03-21CF   |                 | 4/16/2021 | MARCH 2021 - COURT FACILI   | 760.00      | 760.00      |
| 4/27/2021               | 0001212 | PENINSULA DISPUTE RESOL03-21PDRC |                 | 4/16/2021 | MARCH 2021 - PDRC SURCH/    | 925.00      | 925.00      |
| Sub total for U S BANK: |         |                                  |                 |           |                             |             | 2,085.58    |

Bank : apbank U S BANK

| Check #                 | Date    | Vendor                  | Invoice        | Inv Date  | Description | Amount Paid | Check Total |
|-------------------------|---------|-------------------------|----------------|-----------|-------------|-------------|-------------|
| 4/14/2021               | 0001300 | PUBLIC UTILITY DISTRICT | HJ3974 4/14/21 | 4/14/2021 | UTILITIES   | 561.39      |             |
|                         |         |                         | BP0572 4/14/21 | 4/14/2021 | UTILITIES   | 203.95      | 765.34      |
| 4/14/2021               | 0020849 | U S BANK                | HJ3974 4/14/21 | 4/14/2021 | FUEL        | 150.00      |             |
|                         |         |                         | JJ2522 4/14/21 | 4/14/2021 | FOOD        | 150.00      |             |
|                         |         |                         | JJ9950 4/14/21 | 4/14/2021 | FUEL        | 50.00       | 350.00      |
| 4/14/2021               | 0020849 | U S BANK                | JJ9950 4/14/21 | 4/14/2021 | FOOD        | 100.00      | 100.00      |
| 4/14/2021               | 0027738 | PEABODY CREEK RV PARK   | WC1067 4/14/21 | 4/14/2021 | RENT        | 1,100.00    | 1,100.00    |
| Sub total for U S BANK: |         |                         |                |           |             |             | 2,315.34    |

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04/21/2021 9:21:47AM

Final Check List  
CLALLAM COUNTY

WSU Ext

Page: 1

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Bank : apbank U S BANK

| <u>Check #</u>          | <u>Date</u> | <u>Vendor</u> | <u>Invoice</u> | <u>Inv Date</u> | <u>Description</u> | <u>Amount Paid</u> | <u>Check Total</u> |
|-------------------------|-------------|---------------|----------------|-----------------|--------------------|--------------------|--------------------|
| 4/27/2021               | 0020849     | U S BANK      | 0321           | 4/12/2021       | US BANK MARCH 2021 | 167.19             | 167.19             |
| Sub total for U S BANK: |             |               |                |                 |                    |                    | 167.19             |



16  
4/2

Payroll Ending: 4/15/2021

|                     |              |
|---------------------|--------------|
| Gross Earnings:     | \$707,629.43 |
| Benefits Paid:      | \$163,207.66 |
| Total Expenditures: | \$870,837.09 |

STATE OF WASHINGTON )  
COUNTY OF CLALLAM )

This is to certify that the foregoing 'Labor Distribution Totals by Fund' Report for the period herein indicated is a full, true, and correct representation of the earnings and benefits paid to all Clallam County employees as recorded in the books of original entry maintained by this office.

WITNESS MY HAND THIS 21st DAY OF April 2021

*Sandra L. Williams*

SANDY WILLIAMS, CHIEF DEPUTY FOR  
SHOONA RIGGS, CLALLAM COUNTY AUDITOR

CLALLAM COUNTY BOARD OF COMMISSIONERS does hereby certify that the payroll herein specified has been disbursed and that the earnings and benefits listed above are approved for payment:

BOARD OF COMMISSIONERS  
CLALLAM COUNTY, WASHINGTON

\_\_\_\_\_  
RANDY JOHNSON

\_\_\_\_\_  
MARK OZIAS

\_\_\_\_\_  
BILL PEACH

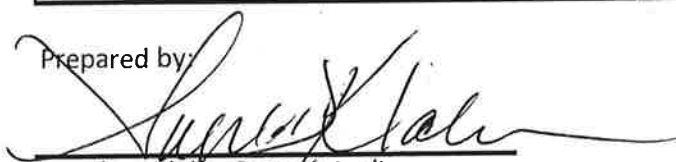
\_\_\_\_\_  
(County Administrator)

COPY

# Payroll and Benefits Paid for semi-monthly payroll: April 1-15, 2021

| Fund Name                       | Fund Number | Gross Earnings Paid by Fund # | Benefits Paid by Fund # | Employees Paid by Fund # | Total Expenditures |
|---------------------------------|-------------|-------------------------------|-------------------------|--------------------------|--------------------|
| <b>COUNTY (Semi-Monthly)</b>    |             |                               |                         |                          |                    |
| General Fund                    | 00100       | 476,509.21                    | 106,771.58              | 177                      | 583,280.79         |
| Sheriff: Boating Safety         | 11003       |                               |                         |                          | 0.00               |
| HHS                             | 11301       | 20,518.48                     | 4,942.98                | 10                       | 25,461.46          |
| HHS-Alcohol/Drug                | 11321       |                               |                         |                          | 0.00               |
| HHS-Homeless Task Force         | 11322       | 682.07                        | 158.22                  | 1                        | 840.29             |
| HHS-CD/MH                       | 11323       | 682.09                        | 158.20                  | 1                        | 840.29             |
| HHS-Dev Disabilities            | 11331       |                               |                         |                          | 0.00               |
| Prosecutor-Local Crime Victim   | 11701       | 4,747.22                      | 1,110.74                | 2                        | 5,857.96           |
| Treasurer- O&M                  | 12201       | 1,172.23                      | 276.07                  | 1                        | 1,448.30           |
| Auditor-Doc Preservation        | 12401       | 1,952.76                      | 458.61                  | 2                        | 2,411.37           |
| Noxious Weed Control            | 13001       |                               |                         |                          | 0.00               |
| Veterans Relief                 | 19914       | 3,580.51                      | 842.70                  | 2                        | 4,423.21           |
| Lwr Dungeness Floodplain        | 30301       | 557.33                        | 129.96                  | 1                        | 687.29             |
| HR-Risk Management              | 50401       | 11,757.66                     | 2,916.86                | 4                        | 14,674.52          |
| HR-Workers Compensation         | 50501       | 1,483.00                      | 363.46                  | 2                        | 1,846.46           |
| Wellness Benefit/Transit Passes | 50601       |                               |                         |                          | 0.00               |
|                                 |             | <b>523,642.56</b>             | <b>118,129.38</b>       |                          | <b>641,771.94</b>  |
| <b>ROADS</b>                    |             |                               |                         |                          |                    |
| PW - Roads                      | 10101       | 147,311.25                    | 36,042.47               | 63                       | 183,353.72         |
| PW - Flood Control              | 10135       | 3,487.19                      | 842.99                  | 2                        | 4,330.18           |
| Dungeness Reservoir             | 30401       |                               |                         |                          | 0.00               |
| PW - Carlsborg Sewer Project    | 30801       |                               |                         |                          | 0.00               |
| PW - Solid Waste                | 40201       | 1,145.78                      | 267.33                  | 2                        | 1,413.11           |
| Clallam Bay/Seki Sewer          | 41401       | 10,984.92                     | 2,684.25                | 12                       | 13,669.17          |
| PW - Carlsborg Sewer M&O        | 42401       | 1,424.80                      | 339.58                  | 6                        | 1,764.38           |
| ER&R                            | 50301       | 19,632.93                     | 4,901.66                | 16                       | 24,534.59          |
| Wellness Benefit/Transit Passes | 50601       |                               |                         |                          | 0.00               |
|                                 |             | <b>183,986.87</b>             | <b>45,078.28</b>        |                          | <b>229,065.15</b>  |
| <b>TOTALS</b>                   |             | <b>707,629.43</b>             | <b>163,207.66</b>       |                          | <b>870,837.09</b>  |

Prepared by:

  
Angela D Klahn, Deputy Auditor

**COPY**

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04/20/2021 2:13:42PM  
Check Date: 04/23/2021

Labor Distribution Totals By Fund  
CLALLAM COUNTY  
04/01/2021 to 04/15/2021-2 Cycle sc

Semi-Monthly

Page: 1

Fund Worked : 00100  
# Emps : 177

| Earnings Code & Description |                                |  | Amount     | Hours     | Earnings Code & Description |                               |  | Amount     | Hours     |
|-----------------------------|--------------------------------|--|------------|-----------|-----------------------------|-------------------------------|--|------------|-----------|
| r                           | REGULAR                        |  | 411,756.88 | 13,733.65 | v                           | VACATION                      |  | 25,312.74  | 708.32    |
| o15s                        | OVERTIME X 1.5 - SHERIFF DEPT  |  | 12,407.69  | 269.75    | s                           | SICK                          |  | 11,902.21  | 397.61    |
| fh                          | FLOATING HOLIDAY               |  | 7,806.02   | 252.45    | oth                         | OVERTIME X 1.5 - HOURLY       |  | 1,245.16   | 94.20     |
| cu                          | COMP USED                      |  | 1,112.70   | 34.50     | hazpay                      | HAZARD PAY                    |  | 904.14     |           |
| fl                          | FUNERAL LEAVE                  |  | 688.48     | 24.00     | aute                        | AUTO ALLOWANCE ELECTED        |  | 680.00     |           |
| auto                        | AUTO ALLOWANCE CONTRACTUAL     |  | 680.00     |           | bsba                        | BS/BA EDUCATION INCENTIVE     |  | 537.90     |           |
| uapr                        | URINE ANALYSIS PREMIUM         |  | 317.00     |           | fto                         | FTO PREMIUM                   |  | 294.78     | 170.00    |
| aaas                        | AA/AS EDUCATION INCENTIVE      |  | 280.28     |           | phsm                        | PHONE STIPEND SMART PHONE     |  | 280.00     |           |
| o15j                        | OVERTIME x 1.5 - JUV DETENTION |  | 151.82     | 4.00      | asp                         | SHERIFF ACTING SUPERVISOR PAY |  | 99.92      | 72.00     |
| aspj                        | ACTING SUPERVISOR PAY JUVENILE |  | 43.05      | 36.00     | lon5                        | LONGEVITY - 5 YEARS 1619LC    |  | 8.44       |           |
|                             |                                |  |            |           | Totals:                     |                               |  | 476,509.21 | 15,796.48 |

| Deduction Code and Description |                           | Amount    |
|--------------------------------|---------------------------|-----------|
| fedtx                          | FEDERAL WITHHOLDING TAX   | 41,634.99 |
| pers2                          | PERS 2 RETIREMENT         | 24,432.54 |
| icm457                         | ICMA DEFERRED COMP        | 7,193.50  |
| leoff2                         | LEOFF 2 RETIREMENT        | 4,603.72  |
| h457                           | MASSMUTUAL 457            | 2,883.50  |
| udteam                         | UNION DUES - TEAMSTERS    | 2,463.33  |
| dshs                           | DSHS CHILD SUPPORT        | 1,134.88  |
| l&i                            | L&I - SELF INSURED        | 696.42    |
| udpd                           | UNION DUES - 1619 D       | 459.94    |
| pers1                          | PERS 1 RETIREMENT         | 424.35    |
| evggar                         | EVERGREEN FIN GARNISHMENT | 317.28    |
| genpre                         | SUN LIFE PRE TAX          | 62.41     |
| udps                           | UNION DUES - 1619 S       | 34.88     |
| garnfe                         | GARNISHMENT FEE           | 1.00      |

| Deduction Code and Description |                                | Amount     |
|--------------------------------|--------------------------------|------------|
| socsec                         | SOCIAL SECURITY                | 29,286.94  |
| 401a                           | 401A DEFERRED COMPENSATION     | 9,493.70   |
| medtx                          | MEDICARE TAX                   | 6,849.37   |
| psers                          | PSERS RETIREMENT               | 3,668.21   |
| pers3                          | PERS 3 RETIREMENT              | 2,583.01   |
| fmlatx                         | WA Paid Family & Medical Leave | 1,196.61   |
| n457                           | NATIONWIDE 457                 | 704.85     |
| rth457                         | ROTH-ICMA DEFERRED COMP        | 615.18     |
| udcd                           | UNION DUES - 1619 CD C         | 436.95     |
| udlc                           | UNION DUES - 1619 LC           | 332.05     |
| udmp                           | UNION DUES - 1619 MP           | 291.30     |
| udtint                         | TEAMSTERS INIT FEE or ADJ      | 50.00      |
| udcs                           | UNION DUES - 1619 CS           | 29.13      |
| Totals:                        |                                | 141,880.04 |

| Benefit Code and Description |                            | Amount    |
|------------------------------|----------------------------|-----------|
| pers2                        | PERS 2 RETIREMENT          | 40,110.21 |
| 401a                         | 401A DEFERRED COMPENSATION | 8,835.03  |
| psers                        | PSERS RETIREMENT           | 6,241.06  |
| pers3                        | PERS 3 RETIREMENT          | 5,223.95  |
| pers1                        | PERS 1 RETIREMENT          | 917.28    |
| unemp                        | UNEMPLOYMENT               | 440.13    |

| Benefit Code and Description |                                | Amount    |
|------------------------------|--------------------------------|-----------|
| socsec                       | SOCIAL SECURITY                | 29,286.94 |
| medtx                        | MEDICARE TAX                   | 6,849.37  |
| l&i                          | L&I - SELF INSURED             | 5,308.15  |
| leoff2                       | LEOFF 2 RETIREMENT             | 2,856.58  |
| fmlatx                       | WA Paid Family & Medical Leave | 692.88    |
| genpre                       | SUN LIFE PRE TAX               | 10.00     |

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Check Date: 04/23/2021

Labor Distribution Totals By Fund  
CLALLAM COUNTY  
04/01/2021 to 04/15/2021-2 Cycle sc

Page: 2

Fund Worked : 00100  
# Emps : 177

|                         |            |           |
|-------------------------|------------|-----------|
| Totals:                 | 106,771.58 |           |
| Gross Earnings by Fund: | 476,509.21 | 15,796.48 |
| Total Fund Deductions:  | 141,880.04 |           |
| Fund Net:               | 334,629.17 |           |

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Check Date: 04/23/2021

Labor Distribution Totals By Fund  
CLALLAM COUNTY  
04/01/2021 to 04/15/2021-2 Cycle sc

Page: 3

Fund Worked : 11301  
# Emps : 10

| Earnings Code & Description |                         | Amount    | Hours  | Earnings Code & Description |                  | Amount    | Hours  |
|-----------------------------|-------------------------|-----------|--------|-----------------------------|------------------|-----------|--------|
| r                           | REGULAR                 | 19,766.65 | 780.25 | fh                          | FLOATING HOLIDAY | 293.75    | 8.00   |
| oth                         | OVERTIME X 1.5 - HOURLY | 237.85    | 19.30  | s                           | SICK             | 191.29    | 10.10  |
| v                           | VACATION                | 28.94     | 1.35   |                             |                  |           |        |
|                             |                         |           |        | Totals:                     |                  | 20,518.48 | 819.00 |

| Deduction Code and Description |                            | Amount   | Deduction Code and Description |                                | Amount   |
|--------------------------------|----------------------------|----------|--------------------------------|--------------------------------|----------|
| pers2                          | PERS 2 RETIREMENT          | 1,488.52 | socsec                         | SOCIAL SECURITY                | 1,272.14 |
| icm457                         | ICMA DEFERRED COMP         | 1,264.81 | fedtx                          | FEDERAL WITHHOLDING TAX        | 1,194.37 |
| 401a                           | 401A DEFERRED COMPENSATION | 697.10   | medtx                          | MEDICARE TAX                   | 297.53   |
| udteam                         | UNION DUES - TEAMSTERS     | 179.30   | pers3                          | PERS 3 RETIREMENT              | 167.67   |
| udmp                           | UNION DUES - 1619 MP       | 58.26    | fmlatx                         | WA Paid Family & Medical Leave | 51.95    |
| l&i                            | L&I - SELF INSURED         | 40.62    |                                |                                |          |
|                                |                            |          | Totals:                        |                                | 6,712.27 |

| Benefit Code and Description |                                | Amount   | Benefit Code and Description |                   | Amount    |
|------------------------------|--------------------------------|----------|------------------------------|-------------------|-----------|
| pers2                        | PERS 2 RETIREMENT              | 2,443.78 | socsec                       | SOCIAL SECURITY   | 1,272.14  |
| 401a                         | 401A DEFERRED COMPENSATION     | 396.12   | medtx                        | MEDICARE TAX      | 297.53    |
| l&i                          | L&I - SELF INSURED             | 265.34   | pers3                        | PERS 3 RETIREMENT | 217.46    |
| fmlatx                       | WA Paid Family & Medical Leave | 30.08    | unemp                        | UNEMPLOYMENT      | 20.53     |
|                              |                                |          | Totals:                      |                   | 4,942.98  |
| Gross Earnings by Fund:      |                                |          |                              |                   | 20,518.48 |
| Total Fund Deductions:       |                                |          |                              |                   | 6,712.27  |
| Fund Net:                    |                                |          |                              |                   | 13,806.21 |

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Check Date: 04/23/2021

Labor Distribution Totals By Fund  
CLALLAM COUNTY  
04/01/2021 to 04/15/2021-2 Cycle sc

Page: 4

Fund Worked : 11322  
# Emps : 1

| Earnings Code & Description |               | Amount | Hours | Earnings Code & Description |      | Amount | Hours |
|-----------------------------|---------------|--------|-------|-----------------------------|------|--------|-------|
| r                           | REGULAR       | 404.98 | 14.25 | s                           | SICK | 271.41 | 9.55  |
| fl                          | FUNERAL LEAVE | 5.68   | 0.20  |                             |      |        |       |
|                             |               |        |       | Totals:                     |      | 682.07 | 24.00 |

| Deduction Code and Description |                                | Amount |
|--------------------------------|--------------------------------|--------|
| pers2                          | PERS 2 RETIREMENT              | 53.88  |
| 401a                           | 401A DEFERRED COMPENSATION     | 20.46  |
| udteam                         | UNION DUES - TEAMSTERS         | 16.00  |
| fmlatx                         | WA Paid Family & Medical Leave | 1.73   |

| Deduction Code and Description |                         | Amount |
|--------------------------------|-------------------------|--------|
| socsec                         | SOCIAL SECURITY         | 42.29  |
| fedtx                          | FEDERAL WITHHOLDING TAX | 17.45  |
| medtx                          | MEDICARE TAX            | 9.89   |
| l&i                            | L&I - SELF INSURED      | 0.74   |
| Totals:                        |                         | 162.44 |

| Benefit Code and Description |                            | Amount |
|------------------------------|----------------------------|--------|
| pers2                        | PERS 2 RETIREMENT          | 88.47  |
| 401a                         | 401A DEFERRED COMPENSATION | 13.64  |
| l&i                          | L&I - SELF INSURED         | 2.25   |
| unemp                        | UNEMPLOYMENT               | 0.68   |

| Benefit Code and Description |                                | Amount |
|------------------------------|--------------------------------|--------|
| socsec                       | SOCIAL SECURITY                | 42.29  |
| medtx                        | MEDICARE TAX                   | 9.89   |
| fmlatx                       | WA Paid Family & Medical Leave | 1.00   |
| Totals:                      |                                | 158.22 |

|                         |        |       |
|-------------------------|--------|-------|
| Gross Earnings by Fund: | 682.07 | 24.00 |
| Total Fund Deductions:  | 162.44 |       |
| Fund Net:               | 519.63 |       |

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Fund Worked : 11323  
# Emps : 1

| Earnings Code & Description    |                                |  | Amount | Hours                          | Earnings Code & Description    |      |        | Amount | Hours |
|--------------------------------|--------------------------------|--|--------|--------------------------------|--------------------------------|------|--------|--------|-------|
| r                              | REGULAR                        |  | 404.99 | 14.25                          | s                              | SICK |        | 271.41 | 9.55  |
| fl                             | FUNERAL LEAVE                  |  | 5.69   | 0.20                           |                                |      |        |        |       |
|                                |                                |  |        |                                | Totals:                        |      |        | 682.09 | 24.00 |
| Deduction Code and Description |                                |  | Amount | Deduction Code and Description |                                |      | Amount |        |       |
| pers2                          | PERS 2 RETIREMENT              |  | 53.89  | socsec                         | SOCIAL SECURITY                |      | 42.29  |        |       |
| 401a                           | 401A DEFERRED COMPENSATION     |  | 20.47  | fedtx                          | FEDERAL WITHHOLDING TAX        |      | 17.43  |        |       |
| udteam                         | UNION DUES - TEAMSTERS         |  | 16.00  | medtx                          | MEDICARE TAX                   |      | 9.89   |        |       |
| fmlatx                         | WA Paid Family & Medical Leave |  | 1.73   | l&i                            | L&I - SELF INSURED             |      | 0.73   |        |       |
|                                |                                |  |        | Totals:                        |                                |      | 162.43 |        |       |
| Benefit Code and Description   |                                |  | Amount | Benefit Code and Description   |                                |      | Amount |        |       |
| pers2                          | PERS 2 RETIREMENT              |  | 88.46  | socsec                         | SOCIAL SECURITY                |      | 42.29  |        |       |
| 401a                           | 401A DEFERRED COMPENSATION     |  | 13.64  | medtx                          | MEDICARE TAX                   |      | 9.89   |        |       |
| l&i                            | L&I - SELF INSURED             |  | 2.24   | fmlatx                         | WA Paid Family & Medical Leave |      | 1.00   |        |       |
| unemp                          | UNEMPLOYMENT                   |  | 0.68   |                                |                                |      |        |        |       |
|                                |                                |  |        | Totals:                        |                                |      | 158.20 |        |       |
|                                |                                |  |        | Gross Earnings by Fund:        |                                |      | 682.09 | 24.00  |       |
|                                |                                |  |        | Total Fund Deductions:         |                                |      | 162.43 |        |       |
|                                |                                |  |        | Fund Net:                      |                                |      | 519.66 |        |       |

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Fund Worked : 11701  
# Emps : 2

| Earnings Code & Description    |                            |  | Amount   | Hours  | Earnings Code & Description    |                                |  | Amount   | Hours  |
|--------------------------------|----------------------------|--|----------|--------|--------------------------------|--------------------------------|--|----------|--------|
| r                              | REGULAR                    |  | 4,175.77 | 173.75 | s                              | SICK                           |  | 571.45   | 22.00  |
|                                |                            |  |          |        | Totals:                        |                                |  | 4,747.22 | 195.75 |
| Deduction Code and Description |                            |  | Amount   |        | Deduction Code and Description |                                |  | Amount   |        |
| pers2                          | PERS 2 RETIREMENT          |  | 375.03   |        | fedtx                          | FEDERAL WITHHOLDING TAX        |  | 371.74   |        |
| socsec                         | SOCIAL SECURITY            |  | 294.33   |        | 401a                           | 401A DEFERRED COMPENSATION     |  | 190.48   |        |
| icm457                         | ICMA DEFERRED COMP         |  | 75.00    |        | medtx                          | MEDICARE TAX                   |  | 68.83    |        |
| udmp                           | UNION DUES - 1619 MP       |  | 58.26    |        | fmlatx                         | WA Paid Family & Medical Leave |  | 12.03    |        |
| l&i                            | L&I - SELF INSURED         |  | 8.26     |        |                                |                                |  |          |        |
|                                |                            |  |          |        | Totals:                        |                                |  | 1,453.96 |        |
| Benefit Code and Description   |                            |  | Amount   |        | Benefit Code and Description   |                                |  | Amount   |        |
| pers2                          | PERS 2 RETIREMENT          |  | 615.72   |        | socsec                         | SOCIAL SECURITY                |  | 294.33   |        |
| 401a                           | 401A DEFERRED COMPENSATION |  | 94.95    |        | medtx                          | MEDICARE TAX                   |  | 68.83    |        |
| l&i                            | L&I - SELF INSURED         |  | 25.20    |        | fmlatx                         | WA Paid Family & Medical Leave |  | 6.97     |        |
| unemp                          | UNEMPLOYMENT               |  | 4.74     |        |                                |                                |  |          |        |
|                                |                            |  |          |        | Totals:                        |                                |  | 1,110.74 |        |
|                                |                            |  |          |        | Gross Earnings by Fund:        |                                |  | 4,747.22 | 195.75 |
|                                |                            |  |          |        | Total Fund Deductions:         |                                |  | 1,453.96 |        |
|                                |                            |  |          |        | Fund Net:                      |                                |  | 3,293.26 |        |

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Fund Worked : 12201  
# Emps : 1

| Earnings Code & Description | Amount   | Hours | Earnings Code & Description | Amount   | Hours |
|-----------------------------|----------|-------|-----------------------------|----------|-------|
| r REGULAR                   | 1,125.61 | 50.70 | s SICK                      | 46.62    | 2.10  |
|                             |          |       | Totals:                     | 1,172.23 | 52.80 |

| Deduction Code and Description        | Amount |
|---------------------------------------|--------|
| pers2 PERS 2 RETIREMENT               | 92.60  |
| socsec SOCIAL SECURITY                | 72.67  |
| medtx MEDICARE TAX                    | 17.00  |
| fmlatx WA Paid Family & Medical Leave | 2.97   |

| Deduction Code and Description  | Amount |
|---------------------------------|--------|
| fedtx FEDERAL WITHHOLDING TAX   | 78.78  |
| 401a 401A DEFERRED COMPENSATION | 35.17  |
| udteam UNION DUES - TEAMSTERS   | 15.00  |
| l&i L&I - SELF INSURED          | 2.63   |
| Totals:                         | 316.82 |

| Benefit Code and Description    | Amount |
|---------------------------------|--------|
| pers2 PERS 2 RETIREMENT         | 152.04 |
| 401a 401A DEFERRED COMPENSATION | 23.44  |
| l&i L&I - SELF INSURED          | 8.03   |
| unemp UNEMPLOYMENT              | 1.17   |

| Benefit Code and Description          | Amount |
|---------------------------------------|--------|
| socsec SOCIAL SECURITY                | 72.67  |
| medtx MEDICARE TAX                    | 17.00  |
| fmlatx WA Paid Family & Medical Leave | 1.72   |
| Totals:                               | 276.07 |

|                         |          |       |
|-------------------------|----------|-------|
| Gross Earnings by Fund: | 1,172.23 | 52.80 |
| Total Fund Deductions:  | 316.82   |       |
| Fund Net:               | 855.41   |       |

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Fund Worked : 12401  
# Emps : 2

| Earnings Code & Description           | Amount   | Hours | Earnings Code & Description     | Amount   | Hours |
|---------------------------------------|----------|-------|---------------------------------|----------|-------|
| r REGULAR                             | 1,722.70 | 76.56 | s SICK                          | 230.06   | 11.44 |
|                                       |          |       | Totals:                         | 1,952.76 | 88.00 |
| Deduction Code and Description        | Amount   |       | Deduction Code and Description  | Amount   |       |
| fedtx FEDERAL WITHHOLDING TAX         | 155.51   |       | 401a 401A DEFERRED COMPENSATION | 132.75   |       |
| socsec SOCIAL SECURITY                | 121.08   |       | pers3 PERS 3 RETIREMENT         | 112.84   |       |
| pers2 PERS 2 RETIREMENT               | 49.40    |       | medtx MEDICARE TAX              | 28.32    |       |
| icm457 ICMA DEFERRED COMP             | 25.00    |       | udteam UNION DUES - TEAMSTERS   | 24.87    |       |
| fmlatx WA Paid Family & Medical Leave | 4.95     |       | l&i L&I - SELF INSURED          | 3.95     |       |
|                                       |          |       | Totals:                         | 658.67   |       |
| Benefit Code and Description          | Amount   |       | Benefit Code and Description    | Amount   |       |
| pers3 PERS 3 RETIREMENT               | 172.17   |       | socsec SOCIAL SECURITY          | 121.08   |       |
| pers2 PERS 2 RETIREMENT               | 81.10    |       | 401a 401A DEFERRED COMPENSATION | 39.06    |       |
| medtx MEDICARE TAX                    | 28.32    |       | l&i L&I - SELF INSURED          | 12.06    |       |
| fmlatx WA Paid Family & Medical Leave | 2.87     |       | unemp UNEMPLOYMENT              | 1.95     |       |
|                                       |          |       | Totals:                         | 458.61   |       |
|                                       |          |       | Gross Earnings by Fund:         | 1,952.76 | 88.00 |
|                                       |          |       | Total Fund Deductions:          | 658.67   |       |
|                                       |          |       | Fund Net:                       | 1,294.09 |       |

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Fund Worked : 19914  
# Emps : 2

| Earnings Code & Description    |                            |  | Amount   | Hours                          | Earnings Code & Description    |                  |                         | Amount   | Hours  |
|--------------------------------|----------------------------|--|----------|--------------------------------|--------------------------------|------------------|-------------------------|----------|--------|
| r                              | REGULAR                    |  | 3,216.39 | 122.00                         | fh                             | FLOATING HOLIDAY |                         | 364.12   | 16.00  |
|                                |                            |  |          |                                | Totals:                        |                  |                         | 3,580.51 | 138.00 |
| Deduction Code and Description |                            |  | Amount   | Deduction Code and Description |                                |                  | Amount                  |          |        |
| pers2                          | PERS 2 RETIREMENT          |  | 282.86   | socsec                         | SOCIAL SECURITY                |                  | 222.00                  |          |        |
| 401a                           | 401A DEFERRED COMPENSATION |  | 138.97   | fedtx                          | FEDERAL WITHHOLDING TAX        |                  | 106.70                  |          |        |
| udtint                         | TEAMSTERS INIT FEE or ADJ  |  | 100.00   | medtx                          | MEDICARE TAX                   |                  | 51.92                   |          |        |
| udmp                           | UNION DUES - 1619 MP       |  | 22.88    | fmlatx                         | WA Paid Family & Medical Leave |                  | 9.07                    |          |        |
| l&i                            | L&I - SELF INSURED         |  | 7.85     |                                |                                |                  | Totals:                 | 942.25   |        |
| Benefit Code and Description   |                            |  | Amount   | Benefit Code and Description   |                                |                  | Amount                  |          |        |
| pers2                          | PERS 2 RETIREMENT          |  | 464.40   | socsec                         | SOCIAL SECURITY                |                  | 222.00                  |          |        |
| 401a                           | 401A DEFERRED COMPENSATION |  | 71.61    | medtx                          | MEDICARE TAX                   |                  | 51.92                   |          |        |
| l&i                            | L&I - SELF INSURED         |  | 23.94    | fmlatx                         | WA Paid Family & Medical Leave |                  | 5.25                    |          |        |
| unemp                          | UNEMPLOYMENT               |  | 3.58     |                                |                                |                  | Totals:                 | 842.70   |        |
|                                |                            |  |          |                                |                                |                  | Gross Earnings by Fund: | 3,580.51 | 138.00 |
|                                |                            |  |          |                                |                                |                  | Total Fund Deductions:  | 942.25   |        |
|                                |                            |  |          |                                |                                |                  | Fund Net:               | 2,638.26 |        |

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Fund Worked : 30301  
# Emps : 1

| Earnings Code & Description |          | Amount | Hours | Earnings Code & Description |         | Amount | Hours |
|-----------------------------|----------|--------|-------|-----------------------------|---------|--------|-------|
| v                           | VACATION | 304.00 | 9.60  | r                           | REGULAR | 221.66 | 7.00  |
| s                           | SICK     | 31.67  | 1.00  |                             |         |        |       |
| Totals:                     |          |        |       |                             |         | 557.33 | 17.60 |

| Deduction Code and Description |                                | Amount |
|--------------------------------|--------------------------------|--------|
| icm457                         | ICMA DEFERRED COMP             | 60.00  |
| pers2                          | PERS 2 RETIREMENT              | 44.03  |
| 401a                           | 401A DEFERRED COMPENSATION     | 16.72  |
| fmlatx                         | WA Paid Family & Medical Leave | 1.41   |

| Deduction Code and Description |                         | Amount |
|--------------------------------|-------------------------|--------|
| fedtx                          | FEDERAL WITHHOLDING TAX | 53.38  |
| socsec                         | SOCIAL SECURITY         | 34.55  |
| medtx                          | MEDICARE TAX            | 8.08   |
| l&i                            | L&I - SELF INSURED      | 0.83   |
| Totals:                        |                         | 219.00 |

| Benefit Code and Description |                            | Amount |
|------------------------------|----------------------------|--------|
| pers2                        | PERS 2 RETIREMENT          | 72.29  |
| 401a                         | 401A DEFERRED COMPENSATION | 11.14  |
| l&i                          | L&I - SELF INSURED         | 2.52   |
| unemp                        | UNEMPLOYMENT               | 0.55   |

| Benefit Code and Description |                                | Amount |
|------------------------------|--------------------------------|--------|
| socsec                       | SOCIAL SECURITY                | 34.55  |
| medtx                        | MEDICARE TAX                   | 8.08   |
| fmlatx                       | WA Paid Family & Medical Leave | 0.83   |
| Totals:                      |                                | 129.96 |

|                         |        |       |
|-------------------------|--------|-------|
| Gross Earnings by Fund: | 557.33 | 17.60 |
| Total Fund Deductions:  | 219.00 |       |
| Fund Net:               | 338.33 |       |

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Fund Worked : 50401  
# Emps : 4

| Earnings Code & Description    |                                |  | Amount    | Hours                          | Earnings Code & Description    |                            |           | Amount    | Hours  |
|--------------------------------|--------------------------------|--|-----------|--------------------------------|--------------------------------|----------------------------|-----------|-----------|--------|
| r                              | REGULAR                        |  | 11,338.54 | 297.81                         | auto                           | AUTO ALLOWANCE CONTRACTUAL |           | 170.00    |        |
| v                              | VACATION                       |  | 124.56    | 4.00                           | s                              | SICK                       |           | 124.56    | 4.00   |
|                                |                                |  |           |                                | Totals:                        |                            |           | 11,757.66 | 305.81 |
| Deduction Code and Description |                                |  | Amount    | Deduction Code and Description |                                |                            | Amount    |           |        |
| fedtx                          | FEDERAL WITHHOLDING TAX        |  | 1,393.61  | h457                           | MASSMUTUAL 457                 |                            | 847.62    |           |        |
| socsec                         | SOCIAL SECURITY                |  | 778.17    | pers2                          | PERS 2 RETIREMENT              |                            | 442.12    |           |        |
| 401a                           | 401A DEFERRED COMPENSATION     |  | 199.98    | medtx                          | MEDICARE TAX                   |                            | 182.01    |           |        |
| icm457                         | ICMA DEFERRED COMP             |  | 118.74    | fmlatx                         | WA Paid Family & Medical Leave |                            | 29.80     |           |        |
| l&i                            | L&I - SELF INSURED             |  | 13.42     | Totals:                        |                                |                            | 4,005.47  |           |        |
| Benefit Code and Description   |                                |  | Amount    | Benefit Code and Description   |                                |                            | Amount    |           |        |
| socsec                         | SOCIAL SECURITY                |  | 778.17    | h457                           | MASSMUTUAL 457                 |                            | 777.07    |           |        |
| pers2                          | PERS 2 RETIREMENT              |  | 725.86    | 401a                           | 401A DEFERRED COMPENSATION     |                            | 351.57    |           |        |
| medtx                          | MEDICARE TAX                   |  | 182.01    | l&i                            | L&I - SELF INSURED             |                            | 73.33     |           |        |
| fmlatx                         | WA Paid Family & Medical Leave |  | 17.25     | unemp                          | UNEMPLOYMENT                   |                            | 11.60     |           |        |
|                                |                                |  |           | Totals:                        |                                |                            | 2,916.86  |           |        |
|                                |                                |  |           | Gross Earnings by Fund:        |                                |                            | 11,757.66 | 305.81    |        |
|                                |                                |  |           | Total Fund Deductions:         |                                |                            | 4,005.47  |           |        |
|                                |                                |  |           | Fund Net:                      |                                |                            | 7,752.19  |           |        |

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Fund Worked : 50501  
# Emps : 2

| Earnings Code & Description    |                                |  | Amount | Hours                          | Earnings Code & Description    |                  |          | Amount   | Hours |
|--------------------------------|--------------------------------|--|--------|--------------------------------|--------------------------------|------------------|----------|----------|-------|
| v                              | VACATION                       |  | 756.19 | 12.00                          | r                              | REGULAR          |          | 539.09   | 17.31 |
| s                              | SICK                           |  | 124.55 | 4.00                           | fh                             | FLOATING HOLIDAY |          | 63.17    | 0.80  |
|                                |                                |  |        |                                | Totals:                        |                  |          | 1,483.00 | 34.11 |
| Deduction Code and Description |                                |  | Amount | Deduction Code and Description |                                |                  | Amount   |          |       |
| fedtx                          | FEDERAL WITHHOLDING TAX        |  | 144.68 | pers2                          | PERS 2 RETIREMENT              |                  | 115.70   |          |       |
| icm457                         | ICMA DEFERRED COMP             |  | 112.27 | 401a                           | 401A DEFERRED COMPENSATION     |                  | 101.44   |          |       |
| socsec                         | SOCIAL SECURITY                |  | 92.25  | medtx                          | MEDICARE TAX                   |                  | 21.59    |          |       |
| fmlatx                         | WA Paid Family & Medical Leave |  | 3.77   | l&i                            | L&I - SELF INSURED             |                  | 1.03     |          |       |
|                                |                                |  |        | Totals:                        |                                |                  | 592.73   |          |       |
| Benefit Code and Description   |                                |  | Amount | Benefit Code and Description   |                                |                  | Amount   |          |       |
| pers2                          | PERS 2 RETIREMENT              |  | 192.33 | socsec                         | SOCIAL SECURITY                |                  | 92.25    |          |       |
| 401a                           | 401A DEFERRED COMPENSATION     |  | 50.50  | medtx                          | MEDICARE TAX                   |                  | 21.59    |          |       |
| l&i                            | L&I - SELF INSURED             |  | 3.15   | fmlatx                         | WA Paid Family & Medical Leave |                  | 2.17     |          |       |
| unemp                          | UNEMPLOYMENT                   |  | 1.47   |                                |                                |                  |          |          |       |
|                                |                                |  |        | Totals:                        |                                |                  | 363.46   |          |       |
|                                |                                |  |        | Gross Earnings by Fund:        |                                |                  | 1,483.00 |          | 34.11 |
|                                |                                |  |        | Total Fund Deductions:         |                                |                  | 592.73   |          |       |
|                                |                                |  |        | Fund Net:                      |                                |                  | 890.27   |          |       |

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Fund Worked : - Totals -  
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| Earnings Code & Description |                                | Amount     | Hours     | Earnings Code & Description |                               | Amount     | Hours     |
|-----------------------------|--------------------------------|------------|-----------|-----------------------------|-------------------------------|------------|-----------|
| r                           | REGULAR                        | 454,673.26 | 15,287.53 | v                           | VACATION                      | 26,526.43  | 735.27    |
| s                           | SICK                           | 13,765.23  | 471.35    | o15s                        | OVERTIME X 1.5 - SHERIFF DEPT | 12,407.69  | 269.75    |
| fh                          | FLOATING HOLIDAY               | 8,527.06   | 277.25    | oth                         | OVERTIME X 1.5 - HOURLY       | 1,483.01   | 113.50    |
| cu                          | COMP USED                      | 1,112.70   | 34.50     | hazpay                      | HAZARD PAY                    | 904.14     |           |
| auto                        | AUTO ALLOWANCE CONTRACTUAL     | 850.00     |           | fl                          | FUNERAL LEAVE                 | 699.85     | 24.40     |
| aute                        | AUTO ALLOWANCE ELECTED         | 680.00     |           | bsba                        | BS/BA EDUCATION INCENTIVE     | 537.90     |           |
| uapr                        | URINE ANALYSIS PREMIUM         | 317.00     |           | fto                         | FTO PREMIUM                   | 294.78     | 170.00    |
| aaas                        | AA/AS EDUCATION INCENTIVE      | 280.28     |           | phsm                        | PHONE STIPEND SMART PHONE     | 280.00     |           |
| o15j                        | OVERTIME x 1.5 - JUV DETENTION | 151.82     | 4.00      | asp                         | SHERIFF ACTING SUPERVISOR PAY | 99.92      | 72.00     |
| aspj                        | ACTING SUPERVISOR PAY JUVENILE | 43.05      | 36.00     | lon5                        | LONGEVITY - 5 YEARS 1619LC    | 8.44       |           |
|                             |                                |            |           | Totals:                     |                               | 523,642.56 | 17,495.55 |

| Deduction Code and Description |                           | Amount    |
|--------------------------------|---------------------------|-----------|
| fedtx                          | FEDERAL WITHHOLDING TAX   | 45,168.64 |
| pers2                          | PERS 2 RETIREMENT         | 27,430.57 |
| icm457                         | ICMA DEFERRED COMP        | 8,849.32  |
| leoff2                         | LEOFF 2 RETIREMENT        | 4,603.72  |
| psers                          | PSERS RETIREMENT          | 3,668.21  |
| udteam                         | UNION DUES - TEAMSTERS    | 2,714.50  |
| dshs                           | DSHS CHILD SUPPORT        | 1,134.88  |
| n457                           | NATIONWIDE 457            | 704.85    |
| udpd                           | UNION DUES - 1619 D       | 459.94    |
| udmp                           | UNION DUES - 1619 MP      | 430.70    |
| udlc                           | UNION DUES - 1619 LC      | 332.05    |
| udtint                         | TEAMSTERS INIT FEE or ADJ | 150.00    |
| udps                           | UNION DUES - 1619 S       | 34.88     |
| garnfe                         | GARNISHMENT FEE           | 1.00      |

| Deduction Code and Description |                                | Amount     |
|--------------------------------|--------------------------------|------------|
| socsec                         | SOCIAL SECURITY                | 32,258.71  |
| 401a                           | 401A DEFERRED COMPENSATION     | 11,047.24  |
| medtx                          | MEDICARE TAX                   | 7,544.43   |
| h457                           | MASSMUTUAL 457                 | 3,731.12   |
| pers3                          | PERS 3 RETIREMENT              | 2,863.52   |
| fmlatx                         | WA Paid Family & Medical Leave | 1,316.02   |
| l&i                            | L&I - SELF INSURED             | 776.48     |
| rth457                         | ROTH-ICMA DEFERRED COMP        | 615.18     |
| udcd                           | UNION DUES - 1619 CD C         | 436.95     |
| pers1                          | PERS 1 RETIREMENT              | 424.35     |
| evggar                         | EVERGREEN FIN GARNISHMENT      | 317.28     |
| genpre                         | SUN LIFE PRE TAX               | 62.41      |
| udcs                           | UNION DUES - 1619 CS           | 29.13      |
| Totals:                        |                                | 157,106.08 |

| Benefit Code and Description |                                | Amount    |
|------------------------------|--------------------------------|-----------|
| pers2                        | PERS 2 RETIREMENT              | 45,034.66 |
| 401a                         | 401A DEFERRED COMPENSATION     | 9,900.70  |
| psers                        | PSERS RETIREMENT               | 6,241.06  |
| pers3                        | PERS 3 RETIREMENT              | 5,613.58  |
| pers1                        | PERS 1 RETIREMENT              | 917.28    |
| fmlatx                       | WA Paid Family & Medical Leave | 762.02    |

| Benefit Code and Description |                    | Amount    |
|------------------------------|--------------------|-----------|
| socsec                       | SOCIAL SECURITY    | 32,258.71 |
| medtx                        | MEDICARE TAX       | 7,544.43  |
| l&i                          | L&I - SELF INSURED | 5,726.21  |
| leoff2                       | LEOFF 2 RETIREMENT | 2,856.58  |
| h457                         | MASSMUTUAL 457     | 777.07    |
| unemp                        | UNEMPLOYMENT       | 487.08    |

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Labor Distribution Totals By Fund  
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Fund Worked : - Totals -  
# Emps : 193

| <u>Benefit Code and Description</u> | <u>Amount</u> |
|-------------------------------------|---------------|
| genpre SUN LIFE PRE TAX             | 10.00         |

| <u>Benefit Code and Description</u> | <u>Amount</u> |
|-------------------------------------|---------------|
|-------------------------------------|---------------|

|         |            |
|---------|------------|
| Totals: | 118,129.38 |
|---------|------------|

|                             |            |           |
|-----------------------------|------------|-----------|
| Grand Total Gross Earnings: | 523,642.56 | 17,495.55 |
|-----------------------------|------------|-----------|

|                         |            |
|-------------------------|------------|
| Grand Total Deductions: | 157,106.08 |
|-------------------------|------------|

|                  |            |
|------------------|------------|
| Grand Total Net: | 366,536.48 |
|------------------|------------|

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Labor Distribution Totals By Fund  
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Roads

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Fund Worked : 10101  
# Emps : 63

| Earnings Code & Description |                             |  | Amount     | Hours    | Earnings Code & Description |                               |  | Amount     | Hours    |
|-----------------------------|-----------------------------|--|------------|----------|-----------------------------|-------------------------------|--|------------|----------|
| r                           | REGULAR                     |  | 121,987.37 | 4,081.30 | s                           | SICK                          |  | 8,694.84   | 273.98   |
| v                           | VACATION                    |  | 7,088.28   | 237.72   | vp                          | VACATION PAYOFF               |  | 3,309.75   | 120.71   |
| cu                          | COMP USED                   |  | 2,612.08   | 96.00    | fh                          | FLOATING HOLIDAY              |  | 2,558.51   | 88.00    |
| o15r                        | OVERTIME X 1.5 - ROADS DEPT |  | 1,856.19   | 48.00    | spt                         | SICK PAYOFF - TERMINATION 10% |  | 542.10     | 197.71   |
| auto                        | AUTO ALLOWANCE CONTRACTUAL  |  | 170.00     |          | cpr                         | COMP TIME PAID - PW ROADS     |  | 28.64      | 1.25     |
| c15r                        | COMP EARNED X 1.5 ROADS     |  | -1,536.51  | -40.50   |                             |                               |  |            |          |
|                             |                             |  |            |          | Totals:                     |                               |  | 147,311.25 | 5,104.17 |

| Deduction Code and Description |                                | Amount    |
|--------------------------------|--------------------------------|-----------|
| fedtx                          | FEDERAL WITHHOLDING TAX        | 13,217.57 |
| socsec                         | SOCIAL SECURITY                | 9,144.27  |
| medtx                          | MEDICARE TAX                   | 2,138.57  |
| 401a                           | 401A DEFERRED COMPENSATION     | 1,321.16  |
| pers3                          | PERS 3 RETIREMENT              | 571.10    |
| fmlatx                         | WA Paid Family & Medical Leave | 373.31    |
| l&i                            | L&I - SELF INSURED             | 216.37    |
| garnfe                         | GARNISHMENT FEE                | 0.42      |

| Deduction Code and Description |                        | Amount    |
|--------------------------------|------------------------|-----------|
| pers2                          | PERS 2 RETIREMENT      | 10,421.84 |
| icm457                         | ICMA DEFERRED COMP     | 2,902.55  |
| udteam                         | UNION DUES - TEAMSTERS | 1,393.80  |
| h457                           | MASSMUTUAL 457         | 881.48    |
| c13gar                         | CHAPTER 13 GARNISHMENT | 448.27    |
| n457                           | NATIONWIDE 457         | 250.00    |
| udmp                           | UNION DUES - 1619 MP   | 195.91    |
| Totals:                        |                        | 43,476.62 |

| Benefit Code and Description |                                | Amount    |
|------------------------------|--------------------------------|-----------|
| pers2                        | PERS 2 RETIREMENT              | 17,103.19 |
| l&i                          | L&I - SELF INSURED             | 3,029.86  |
| medtx                        | MEDICARE TAX                   | 2,137.87  |
| fmlatx                       | WA Paid Family & Medical Leave | 216.10    |
| perscu                       | PERS RETIREMENT CATCH UP       | -0.02     |

| Benefit Code and Description |                            | Amount    |
|------------------------------|----------------------------|-----------|
| socsec                       | SOCIAL SECURITY            | 9,141.34  |
| 401a                         | 401A DEFERRED COMPENSATION | 2,789.25  |
| pers3                        | PERS 3 RETIREMENT          | 1,481.43  |
| unemp                        | UNEMPLOYMENT               | 143.45    |
| Totals:                      |                            | 36,042.47 |

Gross Earnings by Fund: 147,311.25 5,104.17

Total Fund Deductions: 43,476.62

Fund Net: 103,834.63

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Fund Worked : 10135  
# Emps : 2

| Earnings Code & Description    |                                |  | Amount   | Hours                          | Earnings Code & Description    |  |          | Amount   | Hours |
|--------------------------------|--------------------------------|--|----------|--------------------------------|--------------------------------|--|----------|----------|-------|
| r                              | REGULAR                        |  | 3,487.19 | 82.60                          |                                |  |          |          |       |
|                                |                                |  |          |                                | Totals:                        |  |          | 3,487.19 | 82.60 |
| Deduction Code and Description |                                |  | Amount   | Deduction Code and Description |                                |  | Amount   |          |       |
| fedtx                          | FEDERAL WITHHOLDING TAX        |  | 311.08   | pers2                          | PERS 2 RETIREMENT              |  | 275.49   |          |       |
| socsec                         | SOCIAL SECURITY                |  | 216.21   | 401a                           | 401A DEFERRED COMPENSATION     |  | 168.22   |          |       |
| medtx                          | MEDICARE TAX                   |  | 50.56    | udmp                           | UNION DUES - 1619 MP           |  | 27.34    |          |       |
| fmlatx                         | WA Paid Family & Medical Leave |  | 8.83     | l&i                            | L&I - SELF INSURED             |  | 3.88     |          |       |
| icm457                         | ICMA DEFERRED COMP             |  | 2.46     |                                |                                |  |          |          |       |
|                                |                                |  |          | Totals:                        |                                |  | 1,064.07 |          |       |
| Benefit Code and Description   |                                |  | Amount   | Benefit Code and Description   |                                |  | Amount   |          |       |
| pers2                          | PERS 2 RETIREMENT              |  | 452.29   | socsec                         | SOCIAL SECURITY                |  | 216.21   |          |       |
| 401a                           | 401A DEFERRED COMPENSATION     |  | 69.74    | medtx                          | MEDICARE TAX                   |  | 50.56    |          |       |
| l&i                            | L&I - SELF INSURED             |  | 45.58    | fmlatx                         | WA Paid Family & Medical Leave |  | 5.12     |          |       |
| unemp                          | UNEMPLOYMENT                   |  | 3.49     |                                |                                |  |          |          |       |
|                                |                                |  |          | Totals:                        |                                |  | 842.99   |          |       |
|                                |                                |  |          | Gross Earnings by Fund:        |                                |  | 3,487.19 |          | 82.60 |
|                                |                                |  |          | Total Fund Deductions:         |                                |  | 1,064.07 |          |       |
|                                |                                |  |          | Fund Net:                      |                                |  | 2,423.12 |          |       |

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Fund Worked : 40201  
# Emps : 2

| Earnings Code & Description | Amount   | Hours |
|-----------------------------|----------|-------|
| r REGULAR                   | 1,145.78 | 33.60 |

| Deduction Code and Description        | Amount |
|---------------------------------------|--------|
| fedtx FEDERAL WITHHOLDING TAX         | 92.44  |
| socsec SOCIAL SECURITY                | 71.04  |
| medtx MEDICARE TAX                    | 16.61  |
| fmlatx WA Paid Family & Medical Leave | 2.90   |

| Benefit Code and Description    | Amount |
|---------------------------------|--------|
| pers2 PERS 2 RETIREMENT         | 148.61 |
| 401a 401A DEFERRED COMPENSATION | 22.93  |
| l&i L&I - SELF INSURED          | 5.32   |
| unemp UNEMPLOYMENT              | 1.14   |

| Earnings Code & Description | Amount   | Hours |
|-----------------------------|----------|-------|
| Totals:                     | 1,145.78 | 33.60 |

| Deduction Code and Description | Amount |
|--------------------------------|--------|
| pers2 PERS 2 RETIREMENT        | 90.52  |
| icm457 ICMA DEFERRED COMP      | 22.93  |
| udmp UNION DUES - 1619 MP      | 11.12  |
| l&i L&I - SELF INSURED         | 1.58   |
| Totals:                        | 309.14 |

| Benefit Code and Description          | Amount |
|---------------------------------------|--------|
| socsec SOCIAL SECURITY                | 71.04  |
| medtx MEDICARE TAX                    | 16.61  |
| fmlatx WA Paid Family & Medical Leave | 1.68   |
| Totals:                               | 267.33 |

|                         |          |       |
|-------------------------|----------|-------|
| Gross Earnings by Fund: | 1,145.78 | 33.60 |
| Total Fund Deductions:  | 309.14   |       |
| Fund Net:               | 836.64   |       |

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Fund Worked : 41401  
# Emps : 12

| Earnings Code & Description    |                                |  | Amount    | Hours                          | Earnings Code & Description    |                             |           | Amount    | Hours  |
|--------------------------------|--------------------------------|--|-----------|--------------------------------|--------------------------------|-----------------------------|-----------|-----------|--------|
| r                              | REGULAR                        |  | 10,586.31 | 319.70                         | o15r                           | OVERTIME X 1.5 - ROADS DEPT |           | 398.61    | 8.00   |
|                                |                                |  |           |                                | Totals:                        |                             |           | 10,984.92 | 327.70 |
| Deduction Code and Description |                                |  | Amount    | Deduction Code and Description |                                |                             | Amount    |           |        |
| fedtx                          | FEDERAL WITHHOLDING TAX        |  | 1,054.78  | pers2                          | PERS 2 RETIREMENT              |                             | 875.54    |           |        |
| socsec                         | SOCIAL SECURITY                |  | 687.42    | medtx                          | MEDICARE TAX                   |                             | 160.76    |           |        |
| udteam                         | UNION DUES - TEAMSTERS         |  | 120.21    | icm457                         | ICMA DEFERRED COMP             |                             | 95.73     |           |        |
| 401a                           | 401A DEFERRED COMPENSATION     |  | 86.38     | h457                           | MASSMUTUAL 457                 |                             | 51.90     |           |        |
| fmlatx                         | WA Paid Family & Medical Leave |  | 28.09     | l&i                            | L&I - SELF INSURED             |                             | 15.84     |           |        |
| udmp                           | UNION DUES - 1619 MP           |  | 11.32     |                                |                                |                             |           |           |        |
|                                |                                |  |           | Totals:                        |                                |                             | 3,187.97  |           |        |
| Benefit Code and Description   |                                |  | Amount    | Benefit Code and Description   |                                |                             | Amount    |           |        |
| pers2                          | PERS 2 RETIREMENT              |  | 1,424.77  | socsec                         | SOCIAL SECURITY                |                             | 681.12    |           |        |
| l&i                            | L&I - SELF INSURED             |  | 231.89    | 401a                           | 401A DEFERRED COMPENSATION     |                             | 160.11    |           |        |
| medtx                          | MEDICARE TAX                   |  | 159.29    | fmlatx                         | WA Paid Family & Medical Leave |                             | 16.10     |           |        |
| unemp                          | UNEMPLOYMENT                   |  | 10.97     |                                |                                |                             |           |           |        |
|                                |                                |  |           | Totals:                        |                                |                             | 2,684.25  |           |        |
|                                |                                |  |           | Gross Earnings by Fund:        |                                |                             | 10,984.92 | 327.70    |        |
|                                |                                |  |           | Total Fund Deductions:         |                                |                             | 3,187.97  |           |        |
|                                |                                |  |           | Fund Net:                      |                                |                             | 7,796.95  |           |        |

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Fund Worked : 42401  
# Emps : 6

| Earnings Code & Description    |                            |  | Amount   | Hours                          | Earnings Code & Description    |  |          | Amount   | Hours |
|--------------------------------|----------------------------|--|----------|--------------------------------|--------------------------------|--|----------|----------|-------|
| r                              | REGULAR                    |  | 1,424.80 | 41.20                          |                                |  |          |          |       |
|                                |                            |  |          |                                | Totals:                        |  |          | 1,424.80 | 41.20 |
| Deduction Code and Description |                            |  | Amount   | Deduction Code and Description |                                |  | Amount   |          |       |
| fedtx                          | FEDERAL WITHHOLDING TAX    |  | 140.68   | pers2                          | PERS 2 RETIREMENT              |  | 125.98   |          |       |
| socsec                         | SOCIAL SECURITY            |  | 99.16    | icm457                         | ICMA DEFERRED COMP             |  | 29.20    |          |       |
| medtx                          | MEDICARE TAX               |  | 23.18    | 401a                           | 401A DEFERRED COMPENSATION     |  | 10.86    |          |       |
| udmp                           | UNION DUES - 1619 MP       |  | 8.67     | udteam                         | UNION DUES - TEAMSTERS         |  | 7.28     |          |       |
| h457                           | MASSMUTUAL 457             |  | 4.39     | fmlatx                         | WA Paid Family & Medical Leave |  | 4.04     |          |       |
| l&i                            | L&I - SELF INSURED         |  | 2.34     |                                |                                |  |          |          |       |
|                                |                            |  |          | Totals:                        |                                |  | 455.78   |          |       |
| Benefit Code and Description   |                            |  | Amount   | Benefit Code and Description   |                                |  | Amount   |          |       |
| pers2                          | PERS 2 RETIREMENT          |  | 184.80   | socsec                         | SOCIAL SECURITY                |  | 88.39    |          |       |
| 401a                           | 401A DEFERRED COMPENSATION |  | 29.61    | medtx                          | MEDICARE TAX                   |  | 20.67    |          |       |
| l&i                            | L&I - SELF INSURED         |  | 12.59    | fmlatx                         | WA Paid Family & Medical Leave |  | 2.09     |          |       |
| unemp                          | UNEMPLOYMENT               |  | 1.43     |                                |                                |  |          |          |       |
|                                |                            |  |          | Totals:                        |                                |  | 339.58   |          |       |
|                                |                            |  |          | Gross Earnings by Fund:        |                                |  | 1,424.80 |          | 41.20 |
|                                |                            |  |          | Total Fund Deductions:         |                                |  | 455.78   |          |       |
|                                |                            |  |          | Fund Net:                      |                                |  | 969.02   |          |       |

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Labor Distribution Totals By Fund  
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Fund Worked : 50301  
# Emps : 16

| Earnings Code & Description | Amount    | Hours  | Earnings Code & Description      | Amount           | Hours         |
|-----------------------------|-----------|--------|----------------------------------|------------------|---------------|
| r REGULAR                   | 19,548.36 | 681.10 | o15r OVERTIME X 1.5 - ROADS DEPT | 84.57            | 2.00          |
|                             |           |        | <b>Totals:</b>                   | <b>19,632.93</b> | <b>683.10</b> |

| Deduction Code and Description        | Amount   |
|---------------------------------------|----------|
| fedtx FEDERAL WITHHOLDING TAX         | 1,859.47 |
| socsec SOCIAL SECURITY                | 1,197.25 |
| icm457 ICMA DEFERRED COMP             | 324.36   |
| udteam UNION DUES - TEAMSTERS         | 187.21   |
| pers3 PERS 3 RETIREMENT               | 159.86   |
| fmlatx WA Paid Family & Medical Leave | 48.95    |
| l&i L&I - SELF INSURED                | 32.65    |
| h457 MASSMUTUAL 457                   | 3.79     |

| Deduction Code and Description     | Amount          |
|------------------------------------|-----------------|
| pers2 PERS 2 RETIREMENT            | 1,272.96        |
| dshs DSHS CHILD SUPPORT            | 410.00          |
| medtx MEDICARE TAX                 | 280.05          |
| 401a 401A DEFERRED COMPENSATION    | 172.35          |
| c13gar CHAPTER 13 GARNISHMENT      | 89.73           |
| udmp UNION DUES - 1619 MP          | 36.94           |
| gatlaw GORDON, AYLWORTH & TAMI, PC | 18.64           |
| garne GARNISHMENT FEE              | 0.58            |
| <b>Totals:</b>                     | <b>6,094.79</b> |

| Benefit Code and Description          | Amount   |
|---------------------------------------|----------|
| pers2 PERS 2 RETIREMENT               | 2,131.75 |
| pers3 PERS 3 RETIREMENT               | 414.67   |
| 401a 401A DEFERRED COMPENSATION       | 390.97   |
| fmlatx WA Paid Family & Medical Leave | 28.83    |
| perscu PERS RETIREMENT CATCH UP       | -0.01    |

| Benefit Code and Description | Amount          |
|------------------------------|-----------------|
| socsec SOCIAL SECURITY       | 1,217.25        |
| l&i L&I - SELF INSURED       | 413.82          |
| medtx MEDICARE TAX           | 284.73          |
| unemp UNEMPLOYMENT           | 19.65           |
| <b>Totals:</b>               | <b>4,901.66</b> |

Gross Earnings by Fund: 19,632.93 683.10

Total Fund Deductions: 6,094.79

Fund Net: 13,538.14

Labor Distribution Totals By Fund  
CLALLAM COUNTY  
04/01/2021 to 04/15/2021-2 Cycle s

Fund Worked : - Totals -  
# Emps : 65

| Earnings Code & Description |                             | Amount     | Hours    | Earnings Code & Description |                               | Amount     | Hours    |
|-----------------------------|-----------------------------|------------|----------|-----------------------------|-------------------------------|------------|----------|
| r                           | REGULAR                     | 158,179.81 | 5,239.50 | s                           | SICK                          | 8,694.84   | 273.98   |
| v                           | VACATION                    | 7,088.28   | 237.72   | vp                          | VACATION PAYOFF               | 3,309.75   | 120.71   |
| cu                          | COMP USED                   | 2,612.08   | 96.00    | fh                          | FLOATING HOLIDAY              | 2,558.51   | 88.00    |
| o15r                        | OVERTIME X 1.5 - ROADS DEPT | 2,339.37   | 58.00    | spt                         | SICK PAYOFF - TERMINATION 10% | 542.10     | 197.71   |
| auto                        | AUTO ALLOWANCE CONTRACTUAL  | 170.00     |          | cpr                         | COMP TIME PAID - PW ROADS     | 28.64      | 1.25     |
| c15r                        | COMP EARNED X 1.5 ROADS     | -1,536.51  | -40.50   |                             |                               |            |          |
|                             |                             |            |          | Totals:                     |                               | 183,986.87 | 6,272.37 |

| Deduction Code and Description |                                | Amount    |
|--------------------------------|--------------------------------|-----------|
| fedtx                          | FEDERAL WITHHOLDING TAX        | 16,676.02 |
| socsec                         | SOCIAL SECURITY                | 11,415.35 |
| medtx                          | MEDICARE TAX                   | 2,669.73  |
| udteam                         | UNION DUES - TEAMSTERS         | 1,708.50  |
| pers3                          | PERS 3 RETIREMENT              | 730.96    |
| fmlatx                         | WA Paid Family & Medical Leave | 466.12    |
| udmp                           | UNION DUES - 1619 MP           | 291.30    |
| n457                           | NATIONWIDE 457                 | 250.00    |
| garufe                         | GARNISHMENT FEE                | 1.00      |

| Deduction Code and Description |                             | Amount    |
|--------------------------------|-----------------------------|-----------|
| pers2                          | PERS 2 RETIREMENT           | 13,062.33 |
| icm457                         | ICMA DEFERRED COMP          | 3,377.23  |
| 401a                           | 401A DEFERRED COMPENSATION  | 1,758.97  |
| h457                           | MASSMUTUAL 457              | 941.56    |
| c13gar                         | CHAPTER 13 GARNISHMENT      | 538.00    |
| dshs                           | DSHS CHILD SUPPORT          | 410.00    |
| l&i                            | L&I - SELF INSURED          | 272.66    |
| gatlaw                         | GORDON, AYLWORTH & TAMI, PC | 18.64     |
| Totals:                        |                             | 54,588.37 |

| Benefit Code and Description |                                | Amount    |
|------------------------------|--------------------------------|-----------|
| pers2                        | PERS 2 RETIREMENT              | 21,445.41 |
| l&i                          | L&I - SELF INSURED             | 3,739.06  |
| medtx                        | MEDICARE TAX                   | 2,669.73  |
| fmlatx                       | WA Paid Family & Medical Leave | 269.92    |
| perscu                       | PERS RETIREMENT CATCH UP       | -0.03     |

| Benefit Code and Description |                            | Amount    |
|------------------------------|----------------------------|-----------|
| socsec                       | SOCIAL SECURITY            | 11,415.35 |
| 401a                         | 401A DEFERRED COMPENSATION | 3,462.61  |
| pers3                        | PERS 3 RETIREMENT          | 1,896.10  |
| unemp                        | UNEMPLOYMENT               | 180.13    |
| Totals:                      |                            | 45,078.28 |

|                             |            |          |
|-----------------------------|------------|----------|
| Grand Total Gross Earnings: | 183,986.87 | 6,272.37 |
| Grand Total Deductions:     | 54,588.37  |          |
| Grand Total Net:            | 129,398.50 |          |



# BOARD of CLALLAM COUNTY COMMISSIONERS

## MINUTES for the week of April 19 - 23, 2021

1C  
4/27/21

### WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, April 19, 2021. Present were Commissioners Ozias, Johnson and Peach, and Administrator Sill.

Items of discussion per the agenda published April 15 were:

- Calendar/Correspondence
- Agreement with Washington State Military Department for the Operation Stonegarden Grant
- Agreement with Wilson Engineering, LLC. for an analysis for Clallam Bay/Seki Sewer Project
- Certification of application match for Olympic Discovery Trial – Forks to La Push Project
- Discussion with Prevention Works!
- Continued discussion with Serenity House regarding expansion
- Resolution appointing Robert Filip to the Board of Equalization
- Discussion regarding response to the Department of Ecology regarding Shoreline Master Program
- Review the "How Did We Do" reports comparing each month's actual performance against the 2021 Annual Budget

Meeting concluded at 12:33 p.m. and continued to a continued work session commencing at 1 p.m. regarding Charter Review Recommendation Hearings.

### Continued Work Session

The continued work session convened at 1 p.m., Monday, April 19, 2021. Present were Commissioners Ozias and Johnson. Commissioner Peach was excused.

### HEARING(S)

H1 Charter Review Recommendation Hearings:

- 1) Consider increasing monitoring of the Department of Natural Resources (DNR) management of its trust lands by hiring a Forester
- 2) Consider meeting all housing needs by creating permanent housing
  - Commissioner Ozias provided a summary.
  - Norma Turner, 2020 Charter Review Commission Vice Chair, provided a brief summary of the Charter Review recommendations (see attached).

#### First Hearing:

- 1) Consider increasing monitoring of the Department of Natural Resources (DNR) management of its trust lands by hiring a Forester
  - The following made comments:
    - Ann E. Seiter, Sequim
    - Joe Murray, Clallam Bay
  - The following sent in written testimony: Robert Bleck (see attached)

#### Second Hearing:

- 1) Consider meeting all housing needs by creating permanent housing
  - The following made comments:
    - Ingrid Carmean, Port Angeles
    - Jennie Peterson, Clallam County Democratic Party
    - Max Savishinsky, Washington Physicians for Social Responsibility
  - The following sent in written testimony: Norma Turner, Mike Flynn, Washington Physicians for Social Responsibility, Youssef Azami, Judith Ann Beaver, Dr. Joseph Berkson MD, Dr. Paul E. Buehrens MD, Roland Carette-Meyers, Fran F. Koski, Brenda Paulette Michaels, Sandy Moak-Gyori, Anne Hastings Murray, Dr. Jess Paulsen MD, Dr. Max Savishinsky EdD, Dr. Kristina E.

**BOARD of CLALLAM COUNTY COMMISSIONERS**  
**MINUTES for the week of April 19 – 23, 2021**  
**Page 2**

Soman-Faulkner MD, Dr. Theres J. Stokan DO, Frances Walker MS MBA, Tesia Wood MA, Ingrid Carmean, Jennie Peterson – Clallam County Democratic Party (see attached).

**ACTION TAKEN: CMO noted the hearing is continued to Monday, April 26, 2021 at 5 p.m.**

The meeting adjourned at 1:30 p.m.

**REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS**

Chair Ozias (video) called the meeting to order at 10 a.m., Tuesday, April 20, 2021. Also present were Commissioners Johnson (phone) and Peach and Administrator Sill.

**REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA**

**ACTION TAKEN: CBPm to adopt the agenda as presented, CRJs, mc**

**CONSENT AGENDA**

- 1a Approval of vouchers for the week of April 12
- 1b Approval of payroll for the week ending March 31
- 1c Approval of minutes for the week of April 12

**ACTION TAKEN: CBPm to adopt the consent agenda, CRJs, mc**

**REPORTS AND PRESENTATIONS**

- CBP commented on wake boats.
- CMO commented on BOCC audio/video meeting platform change, rural broadband.

**BIDS AND AWARDS**

- 2a Proposal opening – Dungeness Reservoir Design

**Contractor**

Anchor QEA

**ACTION TAKEN: CBPm to forward proposal to Public Works for review and recommendation, CRJs, mc**

**ADMINISTRATION**

- 3a Resolution Authorizing an expenditure from the Heritage Advisory Board Grant Fund

**ACTION TAKEN: CBPm to adopt, CRJs, mc**

- 3b Resolution appointing Keith Larkin to the Solid Waste Advisory Committee

**ACTION TAKEN: CBPm to adopt, CRJs, mc**

**HEARING(S)**

- H1 Resolution adopting amendments to Policy 952 – Boards and Committees

- Elizabeth Stanley, Prosecuting Attorney's Office, provided a staff report.

**ACTION TAKEN: CBPm to open the public hearing, CRJs, mc**

- The following made comment:
  - Ed Bowen, Clallam Bay
- The following sent in written comments: Steve Gray, Bill Benedict, Rich Meier, David Neupert (see attached).

**ACTION TAKEN: CBPm to close the public hearing, CRJs, mc**

Board held discussion regarding removal of members by Boards and Committees. Elizabeth Stanley, Prosecuting Attorney's Office recommended adding language regarding removal of members by Boards and Committees will be subject to the approval of the Board of Commissioners.

**ACTION TAKEN: CBPm adopt as modified, CRJs, mc**

**BOARD of CLALLAM COUNTY COMMISSIONERS**  
**MINUTES for the week of April 19 – 23, 2021**  
**Page 3**

Meeting concluded at 11:04 a.m. and continued to 9 a.m., Monday, April 26, 2021.

There are no BlueJeans chat logs for the week of April 19.

The Board of Commissioners attended WSAC Virtual Assembly – COVID 19 update, Board of Health Meeting, Clallam Transit Meeting, Olympic Experimental State Forest Science Conference and a COVID-19 Briefing during the week of April 19.

PASSED AND ADOPTED this twenty-seventh day of April 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

\_\_\_\_\_  
Mark Ozias, Chair

\_\_\_\_\_  
Randy Johnson

\_\_\_\_\_  
Bill Peach

ATTEST:

\_\_\_\_\_  
Loni Gores, CMC, Clerk of the Board

KEY TO ABBREVIATIONS:

ARS Administrator Rich Sill  
CMO Commissioner Mark Ozias  
CRJ Commissioner Randy Johnson  
CBP Commissioner Bill Peach

m moved  
mc motion carried  
s seconded

## Hearings on Homelessness/Affordable Housing & Forester

An introduction from Sue Erzen, Chair of 2020 CRC

Norma Turner

Tuesday 4/13/20 10:30, Monday 4/19/20 1:00, Monday 4.26 5:00

Sue Erzen  
Norma Turner  
Public Hearing  
4/19/21 @ 1pm

Thank you for attending this public hearing about 2 Recommendations that the Charter Review Commission sent to the Board of County Commissioners in 2020.

I'd like to make two points about the 2020 CRC:

(1) It took place during the COVID 19 Pandemic. The final in-person meeting was March 12, 2020; all CRC meetings thereafter were virtual.

(2) Our decisions about what to put on the ballot was partly based on our understanding of the difference between the Clallam County Home Rule Charter, an ordinance, a resolution, a code and policies.

I'll first summarize the Recommendation, Homelessness/Affordable Housing, and then about the 2<sup>nd</sup> Recommendation, Hiring a Forester.

### HOMELESSNESS/AFFORDABLE HOUSING

Early in 2020, several members of the public spoke at least once in support of ending homelessness. A total of 7 individuals spoke in favor of an amendment to deal with Homelessness.

On March 12, 2020, the Charter Review Commissioners discussed a proposed amendment on "The Resolution of Homelessness and Protection of Public Land". A decision was made to form a Committee on Homelessness/Affordable Housing and 4 Commissioners volunteered to be on the committee.

April 23 The Homelessness/Affordable Housing Subcommittee gave a report of their meeting. Commissioners discussed homelessness and affordable housing including a briefing about the Clallam County Homelessness Task Force. A motion was made that the CRC support the Homeless Committee writing a Recommendation (not an amendment to the Charter) to the BOCC urging them to take the lead in a community effort to create more affordable housing as one tool in reducing homelessness in Clallam County. The motion passed.

At our June 25 meeting (our next meeting due to COVID restrictions), a motion was made to move the proposed Homelessness & Protection of Public Land Amendment to the next meeting for a vote to place it on the ballot. There was no second so the motion failed.

Sept 10 - The final version of the Homelessness Recommendation was moved for adoption and the motion carried. 12 commissioners voted in favor of it

## FORESTER

On April 22, the CRC voted to distribute a survey about possible amendments in order to obtain input from the citizens of Clallam County. Question #10 was about hiring a Forester.

Question #10 - Department of Natural Resources (DNR) manages Clallam County Trust lands with a mandate to return revenue to the county and junior taxing district. Should Clallam County increase their monitoring Of DNR management by hiring a forester? YES-354 NO - 261 NO OPINION – 127

On September 10<sup>th</sup>, a report from the Forester Committee was presented to the CRC and a motion was made to adopt the Recommendation to hire a Forester. An amendment was offered to change the wording of the Recommendation. The amendment passed and the amended Recommendation passed. 8 voted in favor of, 4 voted opposed and 1 abstained

In conclusion, both of these Recommendations were first offered as Amendments and, subsequently, changed to a recommendation. In my opinion, there was consistently strong support amongst the Charter Review Commissioners to encourage the BOCC in its efforts to provide housing for our homeless population.

Now is the time for our citizens to share their opinions about these two Recommendations. Thank you for participating today.

**Public Hearing**  
**Charter Review Recommendation**  
**Forester – Comments Received**

## BOARD OF CLALLAM COUNTY COMMISSIONERS PUBLIC HEARING

H2 Increasing monitoring of the Department of Natural Resources (DNR) management of its trust lands by hiring a forester

I declare under penalty of perjury under the laws of the State of Washington that any testimony that I give is true and accurate.

| Nº | PRINTED NAME  | SIGNATURE     | ADDRESS            |
|----|---------------|---------------|--------------------|
| 1  | Ann E. Seiter | Ann E. Seiter | PO Box 2201 Sequim |
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Signed on April 19, 2021 in Port Angeles, Washington

April 19, 2021

Clallam County Board of Commissioners

RE: Comments on the Proposal to hire a County Forester to Monitor DNR Activities

Public Comment  
Hearing 4/19/21@  
1pm  
Ann E. Seiter  
Charter Recommendation

Dear Commissioners:

Clallam County is once again taking up the proposal to increase Clallam County's monitoring of DNR management by hiring a forester. I would like to comment in opposition to this proposal given that insufficient information has been made available to the public.

- **There is still no information on the duties and qualifications of a forester position.** The job of a forester is typically to manage forests. It appears that the goal of the position is to ensure that local taxing districts get as much revenue as possible from County trust lands. Is a forester the right position? What would they do to "monitor DNR"? How much would the position cost? Where would the money come from? Who will supervise them? This information is needed to assess the need and appropriateness of a County forester position.
- **The Trust Lands Advisory Committee was divided on the question of hiring a County forester.** The TLAC voted 6 for, 5 against, and 1 abstaining on the question of hiring a forestry liaison to DNR. Attached is an excerpt from the TLAC report that explains the opposing vote. The committee received little to no evidence on the need to monitor DNR, and several members considered it an unnecessary expense.
- **If the County hires a forester to monitor DNR, then their duties should include monitoring performance measures beyond economic revenue.** A forester position would also need to review compliance with state and federal environmental laws, and ensure that long term goals for Clallam County forest health and wildlife habitat are met.

I urge the Board of Commissioners to reject or table the recommendation for a County forester until the questions of the goals, duties, qualifications, costs, and sources of funding are developed and the public has an opportunity to comment once these specifics are known.

Thank you for your consideration.



Ann E. Seiter  
PO Box 2201; Sequim WA 98382

# TRUST LANDS REPORT EXCERPT

Page 19 from the Final Report of the Clallam County Trust Lands Advisory Committee; Jan. 17, 2017

Full report (large file size) available at: <http://www.clallam.net/bocc/documents/FinalTLACReport1-13-17-reducedfilesize.pdf>

## MINORITY REPORT

Recommendation: Question #4-Special Meeting of 18 November 2016

Question #4: Should Clallam BOCC hire a staffer/consultant with forestry (December vote added "integrated resource management") experience to act as liaison with DNR in order to monitor, engage, respond and question DNR management of the State Trust Lands?

Vote: Yes-6, Lea, Reandeau, Beauvais, Pacheco, Murray, Fleck No-5, Scott, Doherty, Thaler, Sextro, Bork Abstain-1, Byrnes

### Minority Opinion:

Scant information and discussion occurred during TLAC meetings on the rationale to hire such a forestry liaison for Clallam county, including the advantages and disadvantages. Although the Skagit County model was mentioned, the details of their staff liaison and their interaction and impact on DNR timber harvest activities were never fully presented and discussed, and representatives of Skagit county were not invited to present their information, in person or on the phone. Although several members had opinions supporting a Yes-vote for this question-opinions do not equate to facts therefore a NO vote is in the best interest of the public and is the only rational decision.

Members of TLAC learned at the monthly meetings that DNR employs a large, highly trained and specialized staff. It also operates advanced computer programs to track forest inventory and conditions and to manage forests for consistent, long-term income. We do not believe that a county forester could match the DNR's management expertise. Therefore, the hiring of a liaison is an unnecessary expense that further exacerbates the county's budget shortfall and has the potential to complicate management of the State trust timber lands by DNR.

Also discussed was that by law, the DNR is required to treat all generations of trust beneficiaries equally -- a concept called intergenerational equity. They do this through the Sustainable Harvest Calculation which sets the volume of timber to be scheduled for harvest for the next planning decade. Over time, if DNR increases sales from the sustained yield, it will illegally favor current generations over future generations. If it undercuts the sustained-yield harvest, it will illegally favor future generations over current generations.

The 10-year Sustainable Harvest Calculation is constantly balancing these forces. No county forester can force the DNR to log more or less than the Sustainable Harvest Calculation for the planning decade. To do so would be illegal. DNR's compliance with both its trust and public interest obligations using industry standard inventory and analysis methods would not be improved by county staff/consultant forester."

## Gores, Alanna

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**From:** jjbleck <jjbleck@olypen.com>  
**Sent:** Monday, April 19, 2021 11:26 AM  
**To:** Gores, Alanna  
**Subject:** County Forester

\*\*\* EXTERNAL EMAIL \*\*\* This message was sent from outside our County network.

Would like to put a couple of comment to you all regarding the hiring of a Forester:

1. I would like to know just what the job of this Forester would entail.
2. You three have all the information you need for any questions regarding management of County Trust lands through the Department of Natural Resources field and management staff of the Olympic Region , Sales Staff at the Olympia office or the DNR Commissioner herself. All you have to do is ask for it.
3. The County is already paying for forestry services to DNR so you have a right to ask for an accounting at any time. Why would you want to have the taxpayers pay for another Forester who would NOT be able to have any clout over DNR or the Environmental Groups. Phil Kitchel was one of the most knowledgeable person I ever dealt with regarding the timber sales program in the Olympic Region and was always welcome at my office in Forks for any information he needed. You might talk to him about past dealings with DNR.
4. You also have the County Rep that sits on the Board of Natural Resources who is responsible to you. If you don't like him/her then I would suggest that one of you run for the position. In any case you can always attend the Board Meetings and ask questions.
5. Sadly, Clallam County has some of the poorest forest lands to manage. Soils range from fair to poor. Lack of moisture, like the West End has also detracts from increasing yield.
6. Clallam County also has some of the most radical anti-cut people especially in the Sequim area. Sales there are always being challenged because of the MIMBY's (Not In My Back Yard people/groups). I know this because as Management Forester for the Olympic Region, I dealt with many of these people. Field staff were also always being challenged politically about the way timber sales were laid out and their location. Environmentalists are the drivers behind all the rules regarding timber sales and do not give a hoot whether the Trust affected gets any income or not. Sometimes the DNR's own field staff were not the best ambassadors for producing timber sales...read into that what you want.

There is no easy answer for your conundrum about getting more income from County Trust lands, but hiring a Forester to work for you is definitely not the answer. The hard nose approach would be to tell those who don't want to have the timber cut that they would have to pay for leaving it stand....on a 80 year rotation basis. A good lawyer could work out a settlement that would benefit the taxpayers most ( the average working stiff not associated with the timber industry) of whom don't know anything about County Trust Lands and probably don't care.

Anyhow, if you would like to contact me with questions of what I ran in to while managing the Region's Timber Sales program from 1994-2003 feel free to contact me. My 33 years with DNR was spent in all phases of the departments programs so I'm not a neophyte to Clallam County Trust land problems.

Respectfully,  
Robert Bleck  
[jjbleck@olypen.com](mailto:jjbleck@olypen.com)

**Public Hearing**  
**Charter Review Recommendation**  
**Housing – Comments Received**

## BOARD OF CLALLAM COUNTY COMMISSIONERS PUBLIC HEARING

H2 Meet all housing needs by creating permanent housing

I declare under penalty of perjury under the laws of the State of Washington that any testimony that I give is true and accurate.

| Nº | PRINTED NAME   | SIGNATURE      | ADDRESS      |
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| 1  | Ingrid Carmean | Ingrid Carmean | Port Angeles |
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Signed on April 19, 2021 in Port Angeles, Washington

## Gores, Alanna

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**From:** Norma Turner <normagene@olympus.net>  
**Sent:** Tuesday, April 13, 2021 3:27 PM  
**To:** Gores, Alanna  
**Subject:** Copy of my presentation this morning  
**Attachments:** BOCC presntation re housing april 13, 2021.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Red Category

Thanks Loni.

Norma

Presentation to BOCC - April 13, 2021  
Re: CRC Recommendation on affordable housing

Submitted by: Norma Turner  
3928 Mt Angeles Rd - Port Angeles

Thank you for establishing a robust set of hearings for the CRC recommendations.

I know you are well aware of the lack of affordable housing and it's impact on our community and are working with dedicated non profits to find solutions, but I believe involving the currently uninvolved segments of our county is needed to effectively work toward creative solutions.

Today, rather than discussing the need in terms of numbers, I would like to share a couple of personal stories to explain my passion for establishing a community effort.

Affordable housing is defined by the federal govt as housing that does not require more than 30% of ones income. That is the standard used by the Peninsula Housing Authority. Each time we open up applications for affordable housing we receive literally hundreds that we cannot serve. But that 30% can be misleading. In order to get into an apt in the commercial world one must usually pay first and last month rent, utility deposits, etc. It quickly means that an "affordable" apt to become not so affordable.

That was the case with my son. Many years ago when he was in his early 20's he found his "dream job" in the airline industry and worked at LAX. Wanting to show his independence he refused any help so he could do it on his own. Thus he was homeless for a couple of months while he worked full-time trying to gather enough money to just "get in" an apt. Then the phone call came and I made an emergency run to visit him because his mental health status was in peril. Only then did we convince him that it was essential that he find a place to live. He did and returned to becoming a stable hardworking person. How lucky he was to have parents that could and would help. Many out there are not so lucky. But it brought home to me that homeless can be a strong trigger to one's deteriorating mental health status.

Closer to home I am involved with the Boys and Girls club. A few years ago a 10 yr old was 'acting out' and when nothing else worked to change his behavior he was told he could not return to B & G. He then asked to see the director alone and

through his tears explained that if he could not attend the B & G he would not be able to find his mom because they lived in their car and she did not have a phone. Of course he was allowed to stay and once he was able to unburden himself of his secret he followed the rule. Up until that time the staff was not aware of his homeless status. So we do not see the true level of homelessness in our community.

In conclusion I had a conversation with a business person who firmly believes that the homeless are folks that are imported here and was angry about it. A city council person said at a conference he attended they asked how many have heard that story in their community and 100% of the hands went up.

The CRC recommendation asks to form a task force of folks in our community, heretofore not involved, to help find creative solutions to create more affordable housing. Towards that effort I began to ask if folks would serve and thus far have a commitment from someone in finance, a private builder, a retiree who has worked in both management and actual construction of housing and a retiree with experience in community organizing.

It is my fondest hope that we can shift the paradigm from judgement to compassion and it will begin with involvement and education and ultimately lead to finding viable ways to increase the supply of affordable housing in our community.

Thank you for listening

Norma Turner

## Gores, Alanna

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**From:** Mike Flynn <flynnconsult@att.net>  
**Sent:** Tuesday, April 13, 2021 4:00 PM  
**To:** Gores, Alanna  
**Subject:** AFFORDABLE HOUSING

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Red Category

I understand the Board of County Commissioners is seeking public comment on the issue of affordable housing. I am with the Society of St. Vincent de Paul in Sequim. We see the problem first hand. So many of the people we help with rent are working minimum wage jobs. Their rent can be as much as 50-60% of their income. These are the "working poor".

It is almost impossible to find a place to rent. Waiting lists for Elk Creek and Sea Breeze are months long. A single person might be able to find a room to rent on Craig's List. The real problem is with single mothers. For them, the choices are almost non-existent. The result is harm to are society now and for the future.

I urge the BOCC to do everything possible to foster the development of affordable housing in the county (and especially Sequim).

Thank you for soliciting input.

Mike Flynn  
30 Shepherds Way  
Sequim, WA 98382  
e-mail: [flynnconsult@att.net](mailto:flynnconsult@att.net)  
Office: 360 681 8771  
Mobile: 314 406 4124  
*Discover. Define. Deliver Your Brand.*

**Gores, Alanna**

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**From:** Washington Physicians <wpsr@wpsr.org>  
**Sent:** Monday, April 19, 2021 8:00 AM  
**To:** Gores, Alanna  
**Subject:** Public Comment for 4/19 BOCC on Housing: SUPPORT for Charter Review Comm. Recs.  
**Attachments:** 04.19.21 Clallam Hearing \_ WPSR Letter of Support.pdf

Good morning Ms. Gores,

**I am writing on behalf of Washington Physicians for Social Responsibility, a nonprofit advocacy organization with more than 40 years of history working in Washington state to address the gravest threats to public health.**

We are an organization made up of hundreds of healthcare workers, public health experts, advocates, and their supporters representing every county in Washington and we are proud to state our full support of the recommendations made by the 2020 Charter Review Commission regarding affordable housing and homelessness prevention.

**To that end, WPSR urges the Clallam County Board of Commissioners to engage a group of public and private organizations and businesses to creatively increase affordable housing availability, apply forward-thinking ideas proven to be successful in communities that have reduced the experience of homelessness effectively, and report progress back to the community every six months.**

Attached is a letter outlining WPSR's particular concerns related to housing affordability, availability, and equity. Access to secure and stable housing is a matter of urgent concern and has a dramatic impact on the health of an individual, family, and community.

Every day, in clinics and hospitals across the state, WPSR's members (including physicians, pediatricians, nephrologists, oncologists, social workers, public health professionals, and others) see the downstream health impacts of economic insecurity, housing instability, and homelessness in the poor health of our patients. **We cannot stress this enough: we are not able to keep people healthy when they come to us without a stable home.**

Please protect public health and swiftly adopt the recommendation of the Charter Review Commission and commit to increasing the availability of affordable housing in Clallam County.

**I ask that this letter, signed by members of WPSR and residents of Clallam County, be entered into the public record and be submitted to Commissioner Ozias, Commissioner Johnson, and Commissioner Peach.**

Thank you so much!

- Roland Carette-Meyers, WPSR

\*\*\*

**Roland Carette-Meyers (he/him)**

**Development and Communications Manager**, Washington Physicians for Social Responsibility

**Email:** [roland@wpsr.org](mailto:roland@wpsr.org) | **Phone:** 253.973.5250

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## WASHINGTON PHYSICIANS FOR SOCIAL RESPONSIBILITY

\*\*\* Public Comment prepared by Washington Physicians for Social Responsibility and signed by fifteen community members in support of the recommendations related to affordable housing and homelessness made by the 2020 Charter Review Commission bade to the Board of County Commissioners \*\*\*

Submitted April 19, 2021

Dear Clallam County Board of County Commissioners,

Washington Physicians for Social Responsibility (WPSR) is a statewide, 40-year-old, health professional-led advocacy organization working to create a healthy, just, peaceful, and sustainable world. We, the undersigned and the Board, staff, and membership of WPSR, are writing today in strong support of the Clallam County Charter Review Commission Recommendation to [“meet all housing needs by creating permanent housing in Clallam County”](#).

As an organization of healthcare professionals, we are concerned with addressing the root causes of health inequities in Washington state. Chronic homelessness and unsafe and high-cost-burden housing are significant public health issues that can impact the mental and physical well-being of Washington residents for years, if not for generations.

Homelessness and housing insecurity are associated with a range of [poor health outcomes](#). These include a higher risk of exposure to communicable diseases, higher rates of emergency medical services, greater risk of chronic illness, and life expectancy that is on average 12 years shorter than the general US population.

We know that the health impacts of homelessness are not felt equally, and due to systemic inequities built into our housing, health, and economic policies, people of color, particularly youth of color, continue to be overrepresented in Washington state's homeless population. According to the [Washington State Department of Commerce](#), Black youth in Washington comprise 24% of the homeless youth population but represent only 6% of the total youth population

In 2017, the [American Public Health Association declared housing and homelessness a public health issue](#), and among other policy recommendations, urged federal, state, and local governments to “expand their commitments to provide resources for permanent supportive housing programs, rapid rehousing programs, and prevention of homelessness appropriate to levels of unmet need”.

WPSR is a 501(c)3 organization working to create a healthy, just, peaceful, and sustainable world by taking on the gravest current threats to human health and survival.

2524 16<sup>th</sup> Ave S, Ste #300 Seattle, WA 98144 | [wpsr@wpsr.org](mailto:wpsr@wpsr.org) | 206.547.2630



## WASHINGTON PHYSICIANS FOR SOCIAL RESPONSIBILITY

We join the APHA in declaring housing a public health crisis, and we urge you to take this opportunity to set a strong example for counties across our state by committing to creatively and transparently increasing the availability of permanent, affordable housing for the residents of Clallam County.

Every day, in clinics and hospitals across the state, WPSR's members (including physicians, pediatricians, nephrologists, oncologists, social workers, public health professionals, and others) see the downstream health impacts of economic insecurity, housing instability, and homelessness in the poor health of our patients. We cannot stress this enough: we are not able to keep people healthy when they come to us without a stable home.

Please protect public health and swiftly adopt the recommendation of the Charter Review Commission and commit to increasing the availability of affordable housing in Clallam County.

Thank you,

Washington Physicians for Social Responsibility and the Undersigned

Youssef Azami - Member, WPSR Economic Inequity & Health Task Force (Seattle, WA)

Judith Ann Beaver (Sequim, WA)

Dr. Joseph Berkson, MD - Board of Directors WPSR (Seattle, WA)

Dr. Paul E Buehrens, MD - Member, WPSR Economic Inequity & Health Task Force (Bellevue, WA)

Roland Carette-Meyers - Development and Communications Manager WPSR (Seattle, WA)

Fran F. Koski (Sequim, WA)

Brenda Paulette Michaels (Port Townsend, WA)

Sandy Moak-Gyori (Port Angeles, WA)

Anne Hastings Murray (Port Angeles, WA)

Dr. Jesse Paulsen, MD - Member, WPSR Economic Inequity & Health Task Force (Seattle, WA)

Dr. Max Savishinsky, EdD, MPA, MAIS - Executive Director WPSR (Seattle, WA)

Dr. Kristina E Soman-Faulkner, MD - Member, Climate & Health Task Force (Bainbridge Is., WA)

Dr. Therese J Stokan, DO (Neah Bay, WA)

Frances Walker, MS, MBA - Board of Directors WPSR (Kirkland, WA)

Tesia Wood, MA - Economic Inequity & Health Program Organizer WPSR (Seattle, WA)

WPSR is a 501(c)3 organization working to create a healthy, just, peaceful, and sustainable world by taking on the gravest current threats to human health and survival.

2524 16<sup>th</sup> Ave S, Ste #300 Seattle, WA 98144 | [wpsr@wpsr.org](mailto:wpsr@wpsr.org) | 206.547.2630

## Gores, Alanna

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**From:** Ingrid Carmean <icarmean2@gmail.com>  
**Sent:** Monday, April 19, 2021 10:03 AM  
**To:** Gores, Alanna  
**Subject:** RV Park type housing  
**Attachments:** Presentation1 copy.pptx

\*\*\* EXTERNAL EMAIL \*\*\* This message was sent from outside our County network.

This power point covers some of the housing possibilities I will mention this afternoon 4/19 during your charter review recommendation hearings.

Ingrid Carmean

One of the first tiny home villages



## QUIXOTE VILLAGE - THE

But was found to be very expensive

But this is how  
it started in

# 2007



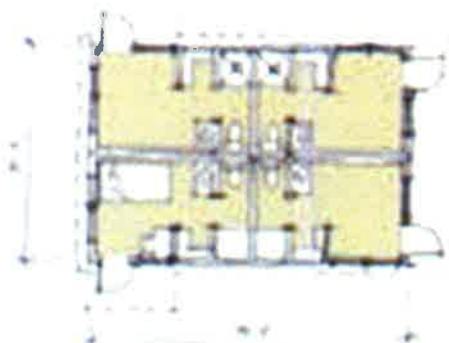
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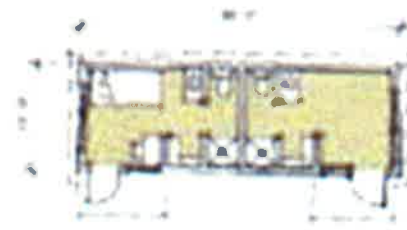
Ingrid Carmean, 2/26/2021

Proposed Cottage Designs (four plan and duplex buildings)



Quixote Veterans Village

FOUR UNIT PLAN



DUPLEX PLAN

MADE ARCHITECTS

These are  
the home  
designs for  
the new  
Quixote  
Veterans'  
Village  
opening in  
February  
2021

Arthur Dyson's design for  
housing for those experiencing  
homelessness in or near Fresno,  
California

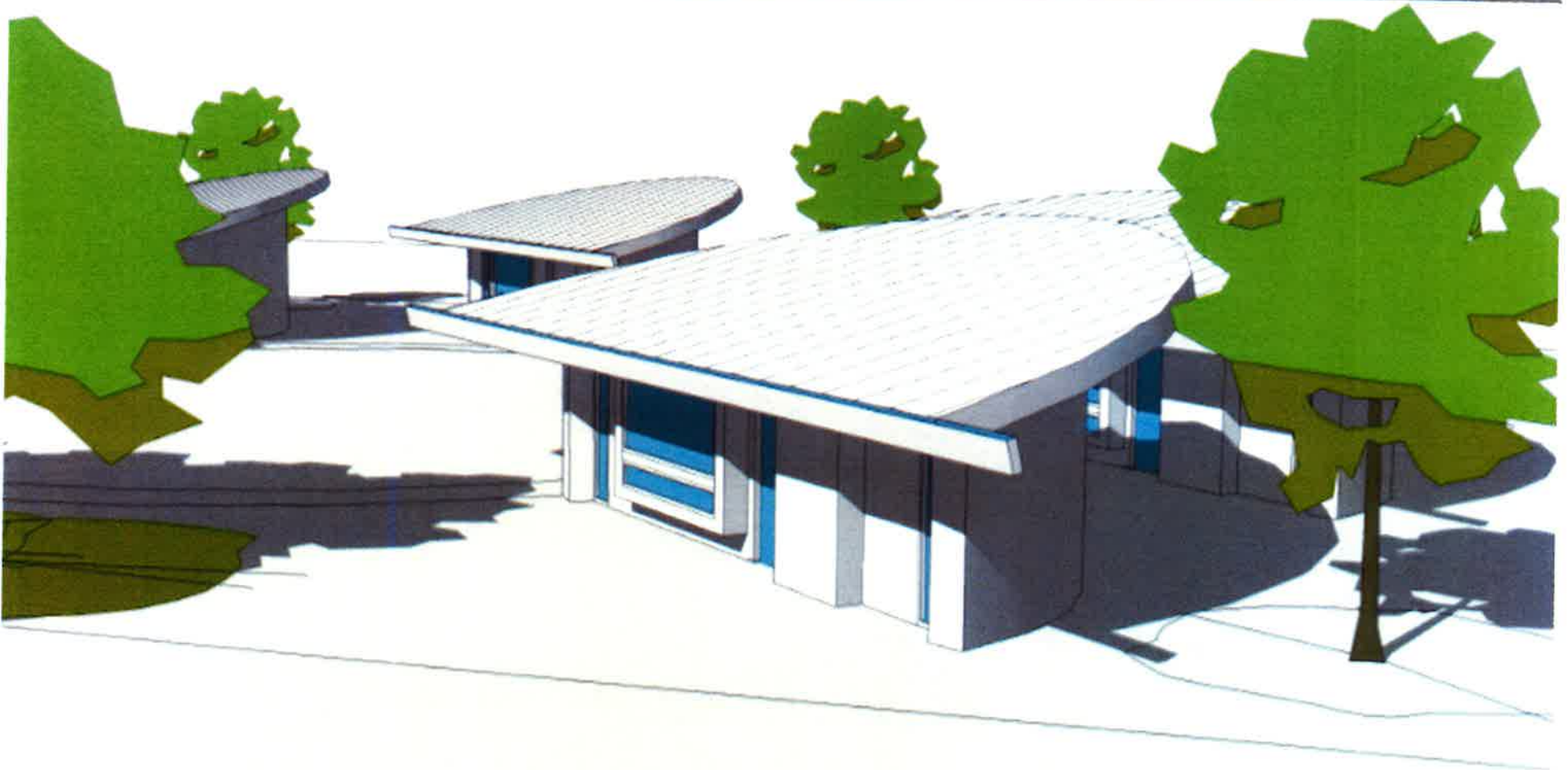


# Different angle of Dyson's design



This is less expensive to build  
because all plumbing is contained  
in larger communal buildings.

# Individual home designed by Arthur Dyson



Dyson like to experiment with different materials, like bricks of recycled plastic.

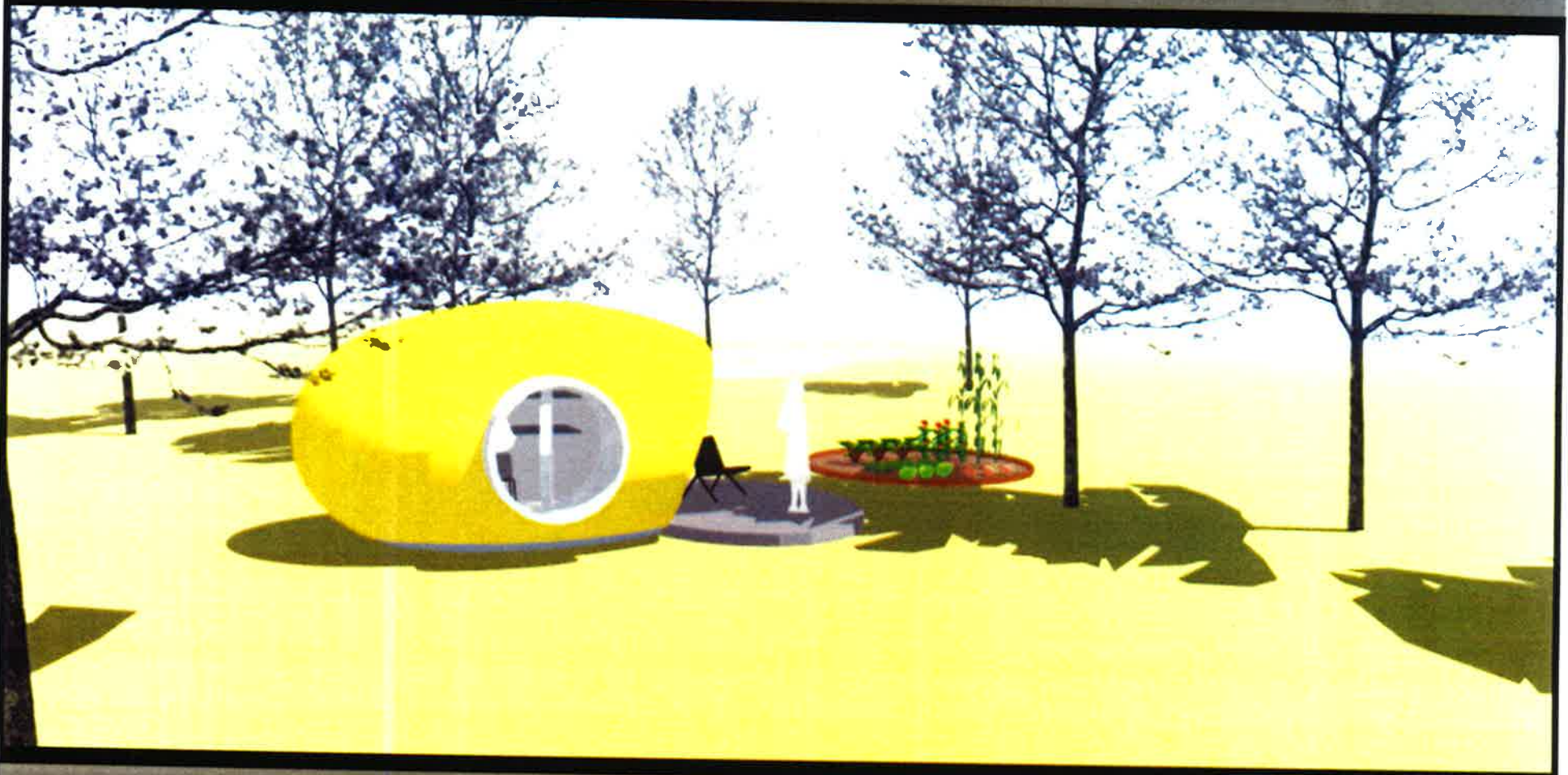


Marc Dyson's design for individual home.  
Openness in this design helps with the claustrophobic feeling many formerly long term homeless have when first living in a structure.



Another view of  
Marc Dyson's design

# The Dinosaur Egg by Mayuko Russell



A symbol of rebirth?

The Dinosaur Egg was constructed in a yard designed for transitional housing and is lived in now.

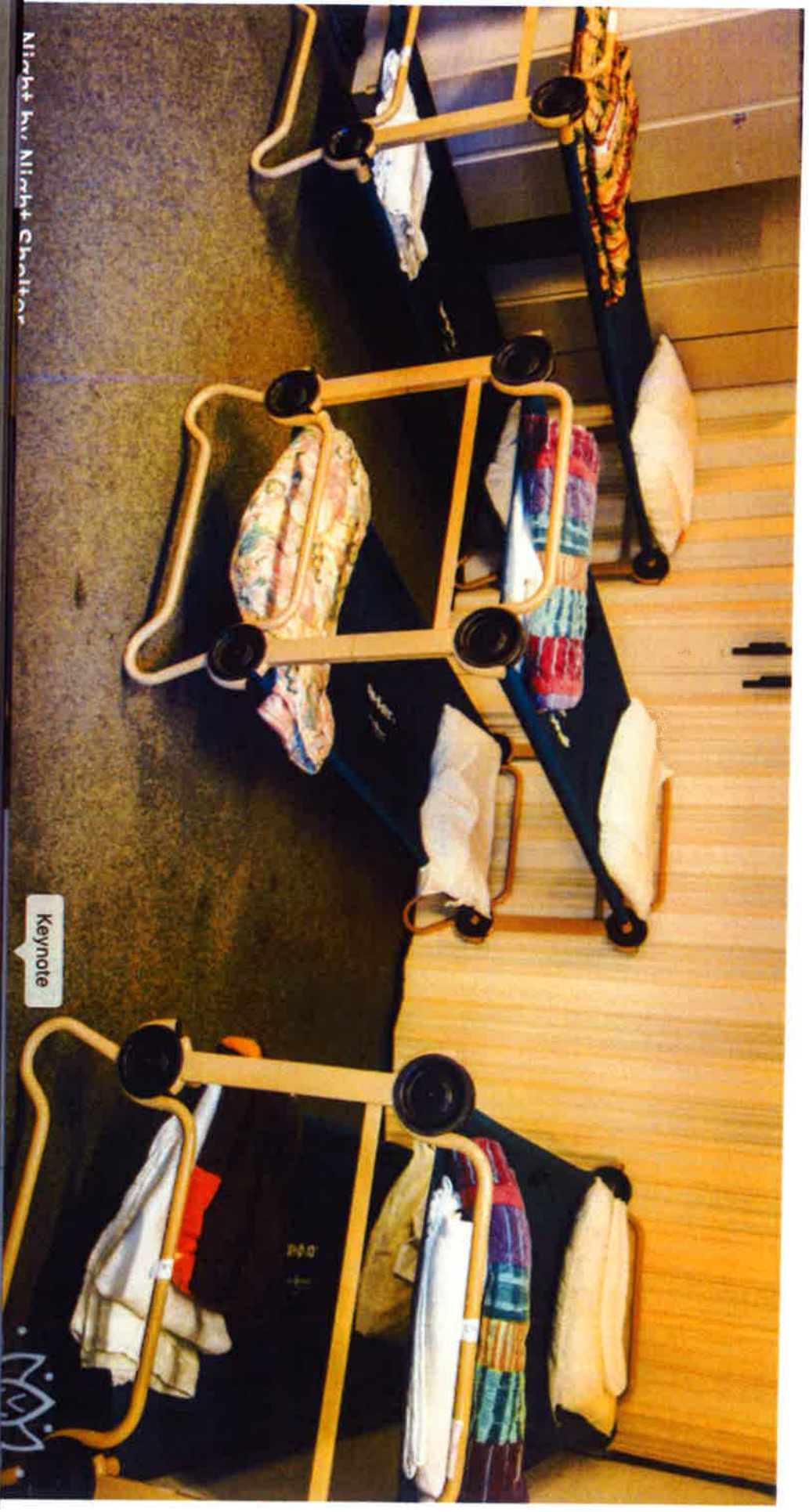


# 'Peter's Place' tiny house village unveiled in Port Hadlock





12 houses 8' by 10' cost of \$3,200 each plus a common "Sani-trailer" with 2 toilets and 2 showers.



Night by Night Chats

# Serenity House night by night Shelter, Pre-COVID

# Jefferson County's Shelter



## Gores, Alanna

---

**From:** jdp@pobox.alaska.net  
**Sent:** Monday, April 19, 2021 1:12 PM  
**To:** Gores, Alanna  
**Subject:** Testimony and resolution adopted by the Clallam County Democrat Party this past weekend  
**Attachments:** Dems 021Apr Resolution Affordable Housing CRC (003).docx

Re: Public Testimony and resolution adopted by the Clallam County Democrat Party on Charter Review Commission resolution as follows:

“to establish a task force with representatives from various aspects of the community to laser focus on creative new ideas to create permanent housing  
involving by involving both public and private efforts.”

The resolution adopted on April 17, 2021, by the Clallam County Democrat Party membership in a general membership meeting is attached – if you could distribute to the full Board of Commissioners, I would appreciate.

Jennie Peterson

Chair Clallam County Democrats

Headquarters :124-A West First St, Port Angeles 98362  
Office 360-452-0500

Resolution to endorse CLALLAM COUNTY CHARTER REVIEW COMMISSION'S RECOMMENDATION TO MEET ALL HOUSING NEEDS BY CREATING PERMANENT AFFORDABLE HOUSING.

Whereas: Affordable housing is defined as limiting expenditures on housing to 30% of income. In Clallam County low vacancy rates and high rental rates results in many low income citizens paying significantly more than 30% of income which results in less money available for essentials such as food, transportation and health care.

Whereas: Washington State is one of the ten states with the highest homelessness rate. Seven percent of homeless people are veterans, but seven percent also are unaccompanied youth under 25 years of age (HUD, 2018), and

Whereas: Homelessness in Clallam County is 0.38% of the population (approximately 285 individuals) and include families with children, as well as individuals across all age, health, income levels, racial and ethnic groups, and

Whereas: nearly all homeless people living locally have roots in Clallam County, and

Whereas: The Clallam County Housing Crisis Response Plan 2020-2024 (CCHCR) states the "the major causal factors for homelessness in Clallam are related to safe housing availability: "...low vacancy rates, high rental rates, available affordable housing stock"

Whereas: Clallam Countywide Comprehensive Plan, as relates to housing was adopted in 2007 and needs to be updated. It does provide the road map for BOCC to directly again address housing inequities in this county, and

Whereas: Efforts to reduce community homelessness in other places vary but the elements they commonly share is "leadership by elected community officials" and willingness to try new solutions.

NOW Therefore, be it resolved that the Clallam County Democratic Party endorses the 2019 Clallam County Charter Review Commission's recommendation submitted to the Clallam County Board of County Commissioners on September 16, 2020 and urges BOCC to establish a task force with representatives from various aspects of the community to laser focus on creative new ideas to create permanent housing involving by involving both public and private efforts.

Be it further resolved that this resolution be immediately forwarded by the CCD Corresponding Secretary to the Clallam County Board of Commissioners.

Resolution, carried and so ordered, unanimous, by

Clallam County Democratic Party on April 17, 2021

**Written Public Comments**

**Hearing H1 – Policy 952**

**April 20, 2021**

Public Comment H1  
Steve Gray 4/20/21

**Gores, Alanna**

---

**From:** Gray, Steve  
**Sent:** Tuesday, April 13, 2021 11:47 AM  
**To:** Gores, Alanna  
**Subject:** RE: Policy 952 - Boards and Committees

Hi Loni,

I just wanted to comment that I support the proposed updates to Policy 952. These changes provide needed clarifications and updates to Board and Committee process.

I especially support and recommend adoption of the updates related to members representing other jurisdictions or organizations under new Section 4.2 (Members Representing Other Jurisdictions or Organizations). This new language clarifies and is the appropriate process for vacancies intended to be filled by a specific jurisdiction and organization.

Thank you for the opportunity to comment.

-Steve

Steve Gray  
Transportation Program Manager  
Clallam County Public Works / Road Department  
360-417-2290; [sgray@co.clallam.wa.us](mailto:sgray@co.clallam.wa.us)

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**From:** Gores, Alanna  
**Sent:** Tuesday, April 06, 2021 4:13 PM  
**To:** @County Employees  
**Subject:** Policy 952 - Boards and Committees

County Employees:

The BOCC will be holding a hearing regarding changes to Policy 952 – Boards and Committees on April 20, 2021 at 10:30 a.m.

Please review the policy and email any recommended changes to [agores@co.clallam.wa.us](mailto:agores@co.clallam.wa.us) no later than **Tuesday, April 13 at 12 p.m.**

Copy of Policy 952 with proposed changes can be found here: <http://www.clallam.local/bocc/html/redline.htm>

Loni

*Loni Gores  
Clerk of the Board  
Commissioners Office  
223 East 4<sup>th</sup> Street, Suite 4  
Port Angeles, WA 98362  
Phone: 360-417-2256*

Public Comment #1  
Bill Benedict  
4/20/21

**Gores, Alanna**

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**From:** Benedict, Bill  
**Sent:** Tuesday, April 13, 2021 1:19 PM  
**To:** Gores, Alanna  
**Cc:** Reyes, Tom; Sill, Richard; Stanley, Elizabeth  
**Subject:** RE: Policy 952 - Boards and Committees

Was able to finally review it. It is a good re-write and I support all of the changes.

Thanks,  
Bill

---

**From:** Gores, Alanna  
**Sent:** Thursday, April 8, 2021 11:15 AM  
**To:** Benedict, Bill  
**Cc:** Doten, Mark  
**Subject:** RE: Policy 952 - Boards and Committees

I'll request to have it reloaded.

Thanks for letting me know.

LG

*Loni Gores  
Clerk of the Board  
Commissioners Office  
223 East 4<sup>th</sup> Street, Suite 4  
Port Angeles, WA 98362  
Phone: 360-417-2256*

---

**From:** Benedict, Bill  
**Sent:** Thursday, April 08, 2021 10:41 AM  
**To:** Gores, Alanna  
**Cc:** Doten, Mark  
**Subject:** RE: Policy 952 - Boards and Committees

Loni- for some reason the link to the new policy doesn't work.

Bill

---

**From:** Gores, Alanna  
**Sent:** Tuesday, April 6, 2021 4:13 PM  
**To:** @County Employees  
**Subject:** Policy 952 - Boards and Committees

County Employees:

The BOCC will be holding a hearing regarding changes to Policy 952 – Boards and Committees on April 20, 2021 at 10:30 a.m.

Please review the policy and email any recommended changes to [agores@co.clallam.wa.us](mailto:agores@co.clallam.wa.us) no later than **Tuesday, April 13 at 12 p.m.**

Copy of Policy 952 with proposed changes can be found here: <http://www.clallam.local/bocc/html/redline.htm>

Loni

*Loni Gores  
Clerk of the Board  
Commissioners Office  
223 East 4<sup>th</sup> Street, Suite 4  
Port Angeles, WA 98362  
Phone: 360-417-2256*

Public Comment  
Richard Meier  
H1  
4/20/21

**Gores, Alanna**

---

**From:** Meier, Richard  
**Sent:** Friday, February 19, 2021 11:43 AM  
**To:** Gores, Alanna  
**Subject:** RE: Policy 952 Boards and Committee amendments review

I may be the only person in the county that reviewed this entire document... It's well done.

- 1) 2. Who Appoints states, "or as expressly provided at law". Should the word "at" be "By", or "in accordance with"?
- 2) "Appendix A, (F)" – Board of Equalization needs to be removed from the Assessor's Office, (prohibited) It has been correctly placed under the Board of Commissioners.
- 3) I did not see the Districting Commission, Charter Review Board (elected, so not a included?), Law and Justice

Just my suggestions; it looks great.

RM

---

**From:** Gores, Alanna  
**Sent:** Friday, February 19, 2021 7:49 AM  
**To:** @County Officials  
**Subject:** Policy 952 Boards and Committee amendments review

EO/DH:

Please forward this email on draft Policy 952 – Boards and Committees to those in your department who may want to review and make recommendations for edits.

All recommended edits need to be emailed to [agores@co.clallam.wa.us](mailto:agores@co.clallam.wa.us) and [estanley@co.clallam.wa.us](mailto:estanley@co.clallam.wa.us) **no later than Thursday, March 4, 2021.**

Thanks, Loni

*Loni Gores  
Clerk of the Board  
Commissioners Office  
223 East 4<sup>th</sup> Street, Suite 4  
Port Angeles, WA 98362  
Phone: 360-417-2256*

Public Comment  
David Neupert  
H1  
4/20/21

**Gores, Alanna**

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**From:** Neupert, David  
**Sent:** Friday, February 19, 2021 8:30 AM  
**To:** Gores, Alanna  
**Subject:** RE: Policy 952 Boards and Committee amendments review

Hi Loni – there is a typo at #6 “Operational Procedures and Committee Member Responsibilities” – probably should be ‘streamed’ in place of ‘streaned’. Dave Neupert

---

**From:** Gores, Alanna  
**Sent:** Friday, February 19, 2021 7:49 AM  
**To:** @County Officials  
**Subject:** Policy 952 Boards and Committee amendments review

EO/DH:

Please forward this email on draft Policy 952 – Boards and Committees to those in your department who may want to review and make recommendations for edits.

All recommended edits need to be emailed to [agores@co.clallam.wa.us](mailto:agores@co.clallam.wa.us) and [estanley@co.clallam.wa.us](mailto:estanley@co.clallam.wa.us) **no later than Thursday, March 4, 2021.**

Thanks, Loni

*Loni Gores  
Clerk of the Board  
Commissioners Office  
223 East 4<sup>th</sup> Street, Suite 4  
Port Angeles, WA 98362  
Phone: 360-417-2256*



## AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

ld  
4/27/21

**Department:** BOCC

**WORK SESSION** ☒ **Meeting Date: 4-26-21**

**REGULAR AGENDA** ☒ **Meeting Date: 4-27-21**

**Item summary:**

- |                                           |                                                              |                                                               |
|-------------------------------------------|--------------------------------------------------------------|---------------------------------------------------------------|
| <input type="checkbox"/> Call for Hearing | <input type="checkbox"/> Contract/Agreement/MOU - Contract # |                                                               |
| <input type="checkbox"/> Resolution       | <input type="checkbox"/> Proclamation                        | <input type="checkbox"/> Budget Item                          |
| <input type="checkbox"/> Draft Ordinance  | <input type="checkbox"/> Final Ordinance                     | <input checked="" type="checkbox"/> Other – Letter of support |

**Executive summary:**

In 2020, Serenity House transitioned from a night-by-night facility to a 24x7 enhanced congregate shelter. This transition occurred in response to our county request that they, as an authority on sheltering the homeless in our community, provide a shelter-in-place option to protect the homeless from COVID.

In 2020, Clallam County and the City of Port Angeles were awarded CARES funding through Commerce to expand shelter in our community, and jointly sub-awarded these funds to Serenity House towards the expansion of their shelter. During the process of permitting the expansion, the city planning department determined that Serenity House must add additional bathrooms, planters, safety bollards, and signage. The additional added expense is projected to exceed our original award for the project by \$396,394. Serenity House cannot occupy the beds without these required changes, and the funds for construction in our original grant have a deadline in which they must be spent, or we will be forced to return the funding. We have already worked with the grantor to extend the deadline in the face of the challenges presented by the permitting process.

Review and approve the letter of support to Housing Trust Fund Application Team.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐  
None.

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Review and approve the letter of support to Housing Trust Fund Application Team.

**County Official signature & print name:** Loni Gores Loni Gores, Clerk

**Name of Employee/Stakeholder attending meeting:** Board of Commissioners, Serenity House

**Relevant Departments:** Board of Commissioners

**Date submitted:** April 20, 2021

- \* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Serenity House letter support 4-27-21.docx  
Revised: 3-04-2019



# Board of Clallam County Commissioners

223 East 4<sup>th</sup> Street, Suite 4  
Port Angeles, WA 98362-3015  
360.417.2233 Fax: 360.417.2493  
Email: [commissioners@co.clallam.wa.us](mailto:commissioners@co.clallam.wa.us)

**MARK OZIAS, District 1, Chair**  
**RANDY JOHNSON, District 2**  
**BILL PEACH, District 3**

**RICH SILL, County Administrator**

April 27, 2021

Washington State Department of Commerce  
Housing Trust Fund  
1011 Plum St SE  
PO Box 42525  
Olympia WA 98504-2525

Dear Housing Trust Fund Applications Team,

The Clallam County Board of Commissioners is writing today to express full support of the Serenity House of Clallam County's shelter expansion grant application.

In 2020, Serenity House transitioned from a night-by-night facility to a 24x7 enhanced congregate shelter. This transition occurred in response to our county request that they, as an authority on sheltering the homeless in our community, provide a shelter-in-place option to protect the homeless from COVID.

Shelter is the first access point for clients who are chronically homeless and the most vulnerable who are just in the beginning stages of seeking housing, employment, and treatment for drug, alcohol, and mental health issues. Through the new model, Serenity House provides three meals per day, laundry and shower facilities, wraparound case management, weekly scheduled visits from partners to provide medical and mental health support, and much more. The shelter also provides a clean and sober dormitory onsite and access to Coordinated Entry which provides housing and employment search assistance, benefits assistance, and referral to partner agencies. These services have greatly benefitted our community and have reduced the need for homeless individuals to travel to multiple locations to receive the critical stabilizing services that they need.

In response to the change in service model, Serenity House has experienced a significant increase in site usage of 47% year over year. The shelter is currently serving an average of 50 clients per night. This is their slow time of year due to clients staying outdoors in the summertime, but attendance is expected to rise once cold weather turns again. Last winter, they recorded an average of 63 clients per night, at a current maximum occupancy of 70 beds. As a secondary response to COVID, our county opened a temporary social distancing center that serves an additional 35 clients per night. This facility was rented from the Port of Port Angeles and will eventually need to be returned to the Port's jurisdiction. Once that center is closed, Serenity House is expected to exceed capacity and will be forced to turn clients away at the door.

In 2020, Clallam County and the City of Port Angeles were awarded CARES funding through Commerce to expand shelter in our community, and jointly sub-awarded these funds to Serenity House towards the

expansion of their shelter. During the process of permitting the expansion, the city planning department determined that Serenity House must add additional bathrooms, planters, safety bollards, and signage. The additional added expense is projected to exceed our original award for the project by \$396,394. Serenity House cannot occupy the beds without these required changes, and the funds for construction in our original grant have a deadline in which they must be spent, or we will be forced to return the funding. We have already worked with the grantor to extend the deadline in the face of the challenges presented by the permitting process.

Please consider funding Serenity House's expansion proposal. The changes that this agency has made to benefit the homeless members of our community have greatly improved client retention and stability and the rate of exits to positive housing solutions. We look forward to seeing these continued benefits in the future.

Don't hesitate to call Board Chair Mark Ozias at 360-461-2613 should you have any questions or require additional information."

Sincerely,

Clallam County Board of Commissioners

\_\_\_\_\_  
Mark Ozias, Chair

\_\_\_\_\_  
Randy Johnson

\_\_\_\_\_  
Bill Peach

Cc: Serenity House of Clallam County

2a  
4/27/21



## AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

**Department:** Sheriff

**WORK SESSION** ☒ **Meeting Date:** 04/19/21

**REGULAR AGENDA** ☒ **Meeting Date:** 04/27/21

**Required originals approved and attached?** ☒  
**Will be provided on:**

**Item summary:**

- ☐ Call for Hearing
- ☐ Resolution
- ☐ Draft Ordinance

- ☒ Contract/Agreement/MOU - Contract # 11068-21-02
- ☐ Proclamation
- ☐ Final Ordinance
- ☒ Budget Item
- ☐ Other

Documents exempt from public disclosure attached: ☐

**Executive summary:**

The Sheriff's Office is awarded the FFY 2020 Homeland Security Grant Program (HSGP) Operation Stonegarden (OPSG) funding to support joint efforts to secure the United States' borders along routes of ingress/egress to and from international borders. This funding amount of \$443,625 for the period 09/01/2020 – 03/31/2023 is shared among local and state agencies as follows:

Clallam County Sheriff's Office - \$196,641.37

Port Angeles Police Department - \$186,515.56

Sequim Police Department - \$36,064.89

WA Dept of Fish & Wildlife - \$24,403.18

The funding is primarily used to fund operational overtime (\$358,313.23), with other funding for equipment, boat fuel, vehicle mileage, indirect costs, and Grant Coordinator salary/benefits.

**Budgetary impact:** If a budget action is required, has it been submitted and a copy attached? ☒

A budget change form is submitted to receipt and expend the amount expected to be utilized in FY2021. The remainder will be spent in years 2022 and 2023.

**Recommended action:**

Agreement approval by the Board and signature by the Chair.

Authorize approval of future Amendments to the Agreement by the Administrator as allowed under County Policy 560.5(b). The Administrator's name and title is added to the State's Signature Authorization Form as an authorized person to sign contracts/contract amendments.

**County Official signature & print name:** W.L. Benedict W.L. Benedict, Sheriff

**Name of Employee/Stakeholder attending meeting:** Beth Waknitz and Alice Hoffman

**Relevant Departments:** Sheriff's Office

**Date submitted:** 04/4/21

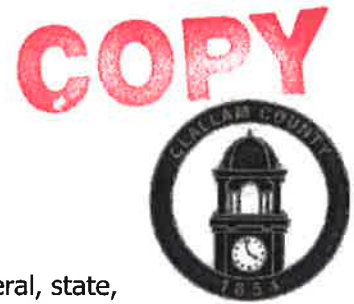
\* Work Session Meeting - Submit 1 single sided/not stapled copy

\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Agenda Item Summary  
Revised: 3-04-2019

Questions? Call Loni Gores, Clerk of the Board, ext 2256

# CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 04/14/2021

Budget Hearing/Meeting Date: 05/25/2021

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or revisions within departments
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

|                          |           |             |                                       |
|--------------------------|-----------|-------------|---------------------------------------|
| Budget Number xxxxx.xxx. | 11068.811 | Budget Name | Sheriff - Operation Stonegarden Grant |
|--------------------------|-----------|-------------|---------------------------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME                       | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION        | AMOUNT     |
|-----------------------------|---------------------------------|------------------------------|----------------------------|------------|
| 11068.811                   | Sheriff – Operation Stonegarden | 33397.06.7020                | Operation Stonegarden 2020 | \$ 169,763 |
|                             |                                 |                              |                            |            |
|                             |                                 |                              |                            |            |
|                             |                                 |                              |                            |            |
| Total                       |                                 |                              |                            | \$ 169,763 |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME                       | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION      | AMOUNT     |
|-----------------------------|---------------------------------|------------------------------|--------------------------|------------|
| 11068.811                   | Sheriff – Operation Stonegarden | 52120.41.0510                | Port Angeles Police Dept | \$ 62,000  |
|                             |                                 | 52120.41.0515                | Sequim Police Dept       | \$ 12,000  |
|                             |                                 | 52120.41.0555                | WA State Fish & Wildlife | \$ 8,000   |
|                             |                                 | 52120.41.5130                | Sheriff                  | \$ 52,000  |
|                             |                                 | 59421.64.0010                | Machinery & Equip        | \$ 33,298  |
|                             |                                 | 52120.99.0010                | Indirect Cost Charges    | \$ 2,465   |
|                             |                                 |                              |                          |            |
| Total                       |                                 |                              |                          | \$ 169,763 |

Revenue/Source and Expenditure totals must agree.

### REASON FOR BUDGET ACTION:

Funding from 2020 Operation Stonegarden Program Grant award #E21-202 that is anticipated to be expended in FY2020.

County Official Approval: \_\_\_\_\_

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

**Washington State Military Department  
HOMELAND SECURITY GRANT PROGRAM AGREEMENT FACE SHEET**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                                                                         |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                          |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| 1. Subrecipient Name and Address:<br><b>Clallam, County of<br/>Sheriff's Office<br/>223 East 4th Street, Suite 12<br/>Port Angeles, WA 98362-3000</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  | 2. Grant Agreement Amount:<br><b>\$443,625</b>                          |                                                                                                                                                                                                                                                                                                                                                                                  | 3. Grant Agreement Number:<br><b>E21-202</b><br><i>County #11008-21-02</i>                                                                                               |                              |
| 4. Subrecipient Contact, phone/email:<br><b>Alice Hoffman, (360) 417-2257<br/>ahoffman@co.clallam.wa.us</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  | 5. Grant Agreement Start Date:<br><b>September 1, 2020</b>              |                                                                                                                                                                                                                                                                                                                                                                                  | 6. Grant Agreement End Date:<br><b>March 31, 2023</b>                                                                                                                    |                              |
| 7. Department Contact, phone/email:<br><b>Gary Stumph, (253) 512-7483<br/>gary.stumph@mil.wa.gov</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  | 8. Data Universal Numbering System (DUNS):<br><b>075739235</b>          |                                                                                                                                                                                                                                                                                                                                                                                  | 9. UBI # (state revenue):<br><b>054-004-559</b>                                                                                                                          |                              |
| 10. Funding Authority:<br><b>Washington State Military Department (the Department) and the U.S. Department of Homeland Security (DHS)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                                                                         |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                          |                              |
| 11. Federal Funding Identification #:<br><b>EMW-2020-SS-00080</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | 12. Federal Award Date:<br><b>08/25/2020</b>                            |                                                                                                                                                                                                                                                                                                                                                                                  | 13. Assistance Listings # (formerly CFDA) # & Title:<br><b>97.067 - 20HSGP (OPSG)</b>                                                                                    |                              |
| 14. Total Federal Award Amount:<br><b>\$15,657,838.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | 15. Program Index # & OBJ/SUB-OBJ:<br><b>703GA, 703GB, 703GF, 703GZ</b> |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                          | 16. EIN<br><b>91-6001298</b> |
| 17. Service Districts:<br><b>BY LEGISLATIVE DISTRICTS: 39,40,42<br/>BY CONGRESSIONAL DISTRICTS: 2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  | 18. Service Area by County(ies):<br><b>Clallam</b>                      |                                                                                                                                                                                                                                                                                                                                                                                  | 19. Women/Minority-Owned, State Certified: <input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/> NO<br><input type="checkbox"/> YES, OMWBE # _____ |                              |
| 20. Agreement Classification<br><input type="checkbox"/> Personal Services <input type="checkbox"/> Client Services <input checked="" type="checkbox"/> Public/Local Gov't<br><input type="checkbox"/> Research/Development <input type="checkbox"/> A/E <input checked="" type="checkbox"/> Other _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                         | 21. Contract Type (check all that apply):<br><input type="checkbox"/> Contract <input checked="" type="checkbox"/> Grant <input checked="" type="checkbox"/> Agreement<br><input type="checkbox"/> Intergovernmental (RCW 39.34) <input type="checkbox"/> Interagency                                                                                                            |                                                                                                                                                                          |                              |
| 22. Subrecipient Selection Process:<br><input checked="" type="checkbox"/> "To all who apply & qualify" <input type="checkbox"/> Competitive Bidding<br><input type="checkbox"/> Sole Source <input type="checkbox"/> A/E RCW <input type="checkbox"/> N/A<br><input type="checkbox"/> Filed w/OFM? <input type="checkbox"/> Advertised? <input type="checkbox"/> YES <input type="checkbox"/> NO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                                                                         | 23. Subrecipient Type (check all that apply):<br><input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> For-Profit<br><input checked="" type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> Non-Profit<br><input type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> SUBRECIPIENT <input type="checkbox"/> OTHER |                                                                                                                                                                          |                              |
| 24. PURPOSE & DESCRIPTION:<br>The objective of the Federal Fiscal Year (FFY) 2020 Homeland Security Grant Program (20HSGP) is to fund state, local, tribal, and territorial efforts to prevent terrorism and prepare the nation for threats and hazards that pose the greatest risk to the security of the United States. 20HSGP provides funding to implement investments that build, sustain, and deliver the core capabilities essential to achieving the National Preparedness Goal of a secure and resilient nation. 20HSGP supports core capabilities across the five mission areas of prevention, protection, mitigation, response, and recovery based on allowable costs. HSGP is comprised of three interconnected grant programs: State Homeland Security Program (SHSP), Urban Areas Security Initiative (UASI), and Operation Stonegarden (OPSG). Together, these grant programs fund a range of preparedness activities, including planning, organization, equipment purchase, training, exercises, and management and administration.<br>The Department is the Recipient and Pass-through Entity of the 20HSGP DHS Award Letter for Grant No. EMW-2020-SS-00080, which is incorporated in and attached hereto as Attachment C and has made a subaward of funds to the Subrecipient pursuant to this Agreement. The Subrecipient is accountable to the Department for use of Federal award funds provided under this Agreement. |  |                                                                         |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                          |                              |
| IN WITNESS WHEREOF, the Department and Subrecipient acknowledge and accept the terms of this Agreement, including all referenced attachments which are hereby incorporated, and have executed this Agreement as of the date below. This Agreement Face Sheet; Special Terms & Conditions (Attachment A); General Terms and Conditions (Attachment B); DHS Award Letter (Attachment C); Work Plan (Attachment D); Budget (Attachment E); Timeline (Attachment F); and all other documents, and attachments expressly referenced and incorporated herein contain all the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this Agreement. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                                                                         |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                          |                              |
| In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:<br>1. Applicable federal and state statutes and regulations<br>2. DHS/FEMA Award and program documents<br>3. Work Plan, Timeline, and Budget<br>4. Special Terms and Conditions<br>5. General Terms and Conditions, and,<br>6. Other provisions of the Agreement incorporated by reference.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                                                                         |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                          |                              |
| WHEREAS, the parties have executed this Agreement on the day and year last specified below.<br>FOR THE DEPARTMENT:<br><br>_____<br>Signature Date<br>Regan Anne Hesse, Chief Financial Officer<br>Washington State Military Department<br><br>BOILERPLATE APPROVED TO FORM:<br>Dawn C. Cortez Assistant Attorney General (08/11/2020)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                                                                         |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                          |                              |
| FOR THE SUBRECIPIENT:<br><br>_____<br>Signature Date<br>Mark Ozias, Chair<br>Clallam County BOCC<br><br>APPROVED AS TO FORM (if applicable):<br><i>Elizabeth Stanley</i> 04/13/2012<br>Applicant's Legal Review Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                         |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                          |                              |

**SPECIAL TERMS AND CONDITIONS****ARTICLE I. KEY PERSONNEL**

The individuals listed below shall be considered key personnel for point of contact under this Agreement. Any substitution of key personnel by either party shall be made by written notification to the current key personnel.

| SUBRECIPIENT |                           | DEPARTMENT |                        |
|--------------|---------------------------|------------|------------------------|
| Name         | Alice Hoffman             | Name       | Gary Stumph            |
| Title        | Chief Civil Deputy        | Title      | Program Coordinator    |
| E-Mail       | ahoffman@co.clallam.wa.us | E-Mail     | gary.stumph@mil.wa.gov |
| Phone        | 360-417-2257              | Phone      | 253-512-7483           |
| Name         | Elizabeth Waknitz         | Name       | Gail Cram              |
| Title        | Administrative Specialist | Title      | Program Manager        |
| E-Mail       | ewaknitz@co.clallam.wa.us | E-Mail     | gail.cram@mil.wa.gov   |
| Phone        | 360-417-2393              | Phone      | 253-512-7472           |
| Name         | Ron Cameron               | Name       |                        |
| Title        | Undersheriff              | Title      |                        |
| E-Mail       | rcameron@co.clallam.wa.us | E-Mail     |                        |
| Phone        | 360-417-2459              | Phone      |                        |

**ARTICLE II. ADMINISTRATIVE AND/OR FINANCIAL REQUIREMENTS**

The Subrecipient shall comply with all applicable state and federal laws, rules, regulations, requirements and program guidance identified or referenced in this Agreement and the informational documents published by DHS/FEMA applicable to the 20HSGP Program, including, but not limited to, all criteria, restrictions, and requirements of "The Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year (FY) 2020 Homeland Security Grant Program (HSGP)" document, the FEMA Preparedness Grants Manual document, the DHS Award Letter for Grant No. EMW-2020-SS-00080, and the federal regulations commonly applicable to DHS/FEMA grants, all of which are incorporated herein by reference. The DHS Award Letter is incorporated in this Agreement as Attachment C.

The Subrecipient acknowledges that since this Agreement involves federal award funding, the period of performance may begin prior to the availability of appropriated federal funds. The Subrecipient agrees that it will not hold the Department, the state of Washington, or the United States liable for any damages, claim for reimbursement, or any type of payment whatsoever for services performed under this Agreement prior to distribution of appropriated federal funds, or if federal funds are not appropriated or in a particular amount.

**A. STATE AND FEDERAL REQUIREMENTS FOR DHS/FEMA PREPAREDNESS GRANTS:**

The following requirements apply to all DHS/FEMA Preparedness Grants administered by the Department.

**1. SUBAWARDS & CONTRACTS BY SUBRECIPIENTS**

- a. If the Subrecipient also becomes a pass-through entity by making a subaward to a non-federal entity as its subrecipient, the Subrecipient must make a case-by-case determination whether each agreement it makes for the disbursement of 20HSGP funds received under this Agreement casts the party receiving the funds in the role of a subrecipient or contractor in accordance with 2 CFR 200.330.
  - i. The Subrecipient must comply with all federal laws and regulations applicable to pass-through entities of 20HSGP funds, including, but not limited to, those contained in 2 CFR 200.
  - ii. The Subrecipient shall require its subrecipient(s) to comply with all applicable state and federal laws, rules, regulations, requirements and program guidance identified or referenced in this Agreement and the informational documents published by DHS/FEMA applicable to the 20HSGP Program, including, but not limited to, all criteria, restrictions, and requirements of "The Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year (FY) 2020 Homeland Security Grant Program (HSGP)" document, the FEMA

*Preparedness Grants Manual* document, the *DHS Award Letter for Grant No. EMW-2020-SS-00080* in Attachment C, and the federal regulations commonly applicable to DHS/FEMA grants.

- iii. The Subrecipient shall be responsible to the Department for ensuring that all 20HSGP federal award funds provided to its subrecipients are used in accordance with applicable federal and state statutes and regulations, and the terms and conditions of the federal award set forth in Attachment C of this Agreement.

## **2. BUDGET, REIMBURSEMENT, AND TIMELINE**

- a. Within the total Grant Agreement Amount (Agreement Face Sheet, Box #2), travel, subcontracts, salaries, benefits, printing, equipment, and other goods and services or other budget categories will be reimbursed on an actual cost basis upon completion unless otherwise provided in this Agreement.
- b. The maximum amount of all reimbursement requests permitted to be submitted under this Agreement, including the final reimbursement request, is limited to and shall not exceed the total Grant Agreement Amount.
- c. If the Subrecipient chooses to include indirect costs within the Budget (Attachment E), an indirect cost rate agreement negotiated between the federal cognizant agency for indirect costs and the Subrecipient establishing approved indirect cost rate(s) as described in 2 CFR 200.414 and Appendix VII to 2 CFR 200 must be submitted to the Department Key Personnel. However, under 2 CFR 200.414(f), if the Subrecipient has never received a negotiated indirect cost rate agreement establishing federally negotiated rate(s), the Subrecipient may negotiate a rate with the Department or charge a de minimis rate of ten percent (10%) of modified total direct costs. The Subrecipient's actual indirect cost rate may vary from the approved rate but must not exceed the approved negotiated indirect cost rate percentage for the time period of the expenditures. If a Subrecipient chooses to charge the ten percent (10%) de minimis rate, but did not charge indirect costs to previous subawards, a request for approval to charge indirect costs must be submitted to the Department's Key Personnel for approval with an explanation for the change.
- d. For travel costs, the Subrecipient shall comply with 2 CFR 200.474 and should consult their internal policies, state rates set pursuant to RCW 43.03.050 and RCW 43.03.060 as now existing or amended, and federal maximum rates set forth at <http://www.gsa.gov>, and follow the most restrictive. If travel costs exceed set state or federal limits, travel costs shall not be reimbursed without prior written approval by Department Key Personnel.
- e. Reimbursement requests will include a properly completed State A-19 Invoice Form and Reimbursement Spreadsheet (in the format provided by the Department) detailing the expenditures for which reimbursement is sought. Reimbursement requests must be submitted to [Reimbursements@mil.wa.gov](mailto:Reimbursements@mil.wa.gov) no later than the due dates listed within the Timeline (Attachment F).

Reimbursement request totals should be commensurate to the time spent processing by the Subrecipient and the Department.
- f. Receipts and/or backup documentation for any approved items that are authorized under this Agreement must be maintained by the Subrecipient consistent with record retention requirements of this Agreement and be made available upon request by the Department, and federal, state, and local auditors.
- g. The Subrecipient must request **prior** written approval from Department Key Personnel to waive or extend a due date in the Timeline (Attachment F) and, once approved, submit those costs on the next scheduled reimbursement due date contained in the Timeline. Waiving or missing deadlines serves as an indicator for assessing an agency's level of risk of noncompliance with the regulations, requirements, and the terms and conditions of the Agreement and may increase required monitoring activities. Any request for a waiver or extension of a due date in the Timeline will be treated as a request for Amendment of the Agreement. This request must be submitted to the Department Key Personnel sufficiently in advance of the due date to provide adequate time

for Department review and consideration and may be granted or denied within the Department's sole discretion.

- h. All work under this Agreement must end on or before the Grant Agreement End Date (Agreement Face Sheet, Box #6), and the final reimbursement request must be submitted to the Department within forty-five (45) days after the Grant Agreement End Date, except as otherwise authorized by either (1) written amendment of this Agreement or (2) written notification from the Department to the Subrecipient to provide additional time for completion of the Subrecipient's subproject(s).
- i. No costs for purchases of equipment/supplies will be reimbursed until the related equipment/supplies have been received by the Subrecipient, its contractor, or any non-federal entity to which the Subrecipient makes a subaward and is invoiced by the vendor.
- j. Failure to submit timely, accurate, and complete reports and reimbursement requests as required by this Agreement (including, but not limited to, those reports in the Timeline [Attachment F]) will prohibit the Subrecipient from being reimbursed until such reports are submitted and the Department has had reasonable time to conduct its review.
- k. Final reimbursement requests will not be approved for payment until the Subrecipient is current with all reporting requirements contained in this Agreement.
- l. For SHSP and UASI Subrecipients, a written amendment will be required if the Subrecipient expects cumulative transfers among subproject totals, as identified in the Budget (Attachment E), to exceed ten percent (10%) of the Grant Agreement Amount. If a Subrecipient has only one subproject, cumulative transfers among solution areas within the subproject that exceed ten percent (10%) of the Grant Agreement Amount shall require an amendment to this Agreement.
- m. For OPSG Subrecipients, any deviations from the approved budget categories will require additional federal approvals and a written amendment.
- n. Subrecipients shall only use federal award funds under this Agreement to supplement existing funds and will not use them to replace (supplant) non-federal funds that have been budgeted for the same purpose. The Subrecipient may be required to demonstrate and document that the reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

### **3. REPORTING**

- a. With each reimbursement request, the Subrecipient shall report how the expenditures, for which reimbursement is sought, relate to the Work Plan (Attachments D-1, D-2, D-3), activities in the format provided by the Department.
- b. With the final reimbursement request, the Subrecipient shall submit to the Department Key Personnel a final report describing all completed activities under this Agreement.
- c. The Subrecipient shall comply with the Federal Funding Accountability and Transparency Act (FFATA) and related OMB Guidance consistent with Public Law 109-282 as amended by section 6202(a) of Public Law 110-252 (see 31 U.S.C. 6101 note) and complete and return to the *Department an Audit Certification/FFATA Form*. This form is required to be completed once per calendar year, per Subrecipient, and not per agreement. The Department's Contracts Office will request the Subrecipient submit an updated form at the beginning of each calendar year in which the Subrecipient has an active agreement.
- d. SHSP Subrecipients must participate in the State's Stakeholder Preparedness Review (SPR), the State's Threat and Hazard Identification and Risk Assessment (THIRA), core capabilities assessments, and data calls.
- e. UASI Subrecipients must participate in the UASI SPR and THIRA process.

### **4. EQUIPMENT AND SUPPLY MANAGEMENT**

- a. The Subrecipient and any non-federal entity to which the Subrecipient makes a subaward shall comply with 2 CFR 200.318 – 200.326 when procuring any equipment or supplies under this Agreement, 2 CFR 200.313 for management of equipment, and 2 CFR 200.314 for management of supplies, to include, but not limited to:

- i. Upon successful completion of the terms of this Agreement, all equipment and supplies purchased through this Agreement will be owned by the Subrecipient, or a recognized non-federal entity to which the Subrecipient has made a subaward, for which a contract, subrecipient grant agreement, or other means of legal transfer of ownership is in place.
- ii. All equipment, and supplies as applicable, purchased under this Agreement will be recorded and maintained in the Subrecipient's inventory system.
- iii. Inventory system records shall include:
  - A. Description of the property;
  - B. Manufacturer's serial number, model number, or other identification number;
  - C. Funding source for the equipment, including the Federal Award Identification Number (FAIN);
  - D. Assistance Listings Number (formerly CFDA number);
  - E. Who holds the title;
  - F. Acquisition date;
  - G. Cost of the equipment and the percentage of federal participation in the cost;
  - H. Location, use and condition of the equipment at the date the information was reported;
  - I. Disposition data including the date of disposal and sale price of the property.
- iv. The Subrecipient shall take a physical inventory of the equipment, and supplies as applicable, and reconcile the results with the property records at least once every two years. Any differences between quantities determined by the physical inspection and those shown in the records shall be investigated by the Subrecipient to determine the cause of the difference. The Subrecipient shall, in connection with the inventory, verify the existence, current utilization, and continued need for the equipment.
- v. The Subrecipient shall be responsible for any and all operational and maintenance expenses and for the safe operation of their equipment and supplies including all questions of liability. The Subrecipient shall develop appropriate maintenance schedules and procedures to ensure the equipment, and supplies as applicable, are well-maintained and kept in good operating condition.
- vi. The Subrecipient shall develop a control system to ensure adequate safeguards to prevent loss, damage, and theft of the property. Any loss, damage, or theft shall be investigated, and a report generated and sent to the Department's Key Personnel.
- vii. The Subrecipient must obtain and maintain all necessary certifications and licenses for the equipment.
- viii. If the Subrecipient is authorized or required to sell the property, proper sales procedures must be established and followed to ensure the highest possible return. For disposition, if upon termination or at the Grant Agreement End Date, when original or replacement supplies or equipment acquired under a federal award are no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Subrecipient must comply with the following procedures:
  - A. For Supplies: If there is a residual inventory of unused supplies exceeding \$5,000 in total aggregate value upon termination or completion of the project or program and the supplies are not needed for any other federal award, the Subrecipient must retain the supplies for use on other activities or sell them, but must, in either case, compensate the federal government for its share. The amount of compensation must be computed in the same manner as for equipment.

B. For Equipment:

- 1) Items with a current per-unit fair-market value of five thousand dollars (\$5,000) or less may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.
  - 2) Items with a current per-unit fair-market value in excess of five thousand dollars (\$5,000) may be retained or sold. The Subrecipient shall compensate the federal awarding agency in accordance with the requirements of 2 CFR 200.313 (e) (2).
- ix. Records for equipment shall be retained by the Subrecipient for a period of six (6) years from the date of the disposition, replacement, or transfer. If any litigation, claim, or audit is started before the expiration of the six- (6-) year period, the records shall be retained by the Subrecipient until all litigation, claims, or audit findings involving the records have been resolved.
- b. The Subrecipient shall comply with the Department's Purchase Review Process, which is incorporated by reference and made part of this Agreement. No reimbursement will be provided unless the appropriate approval has been received.
- c. Allowable categories for 20HSGP are listed on the Authorized Equipment List (AEL) located on the FEMA website at <http://www.fema.gov/authorized-equipment-list>. It is important that the Subrecipient and any non-federal entity to which the Subrecipient makes a subaward regard the AEL as an authorized purchasing list identifying items allowed under the specific grant program and includes items that may not be categorized as equipment according to the federal, state, local, and tribal definitions of equipment. The Subrecipient is solely responsible for ensuring and documenting purchased items under this Agreement are authorized as allowed items by the AEL at time of purchase.
- If the item is not identified on the AEL as allowable under HSGP, the Subrecipient must contact the Department Key Personnel for assistance in seeking FEMA approval prior to acquisition.
- d. Unless expressly provided otherwise, all equipment must meet all mandatory regulatory and/or DHS/FEMA adopted standards to be eligible for purchase using federal award funds.
- e. For OPSG Subrecipients, equipment purchased with DHS federal award funds is to be marked prominently with "Purchased with DHS funds for Operation Stonegarden Use" when practicable.
- f. The Subrecipient must pass on equipment and supply management requirements that meet or exceed the requirements outlined above to any non-federal entity to which the Subrecipient makes a subaward of federal award funds under this Agreement.

**5. ENVIRONMENTAL AND HISTORICAL PRESERVATION**

- a. The Subrecipient shall ensure full compliance with the DHS/FEMA Environmental Planning and Historic Preservation (EHP) Program. EHP program information can be found at <https://www.fema.gov/environmental-planning-and-historic-preservation-compliance> all of which are incorporated in and made a part of this Agreement.
- b. Projects that have historical impacts or the potential to impact the environment, including, **but not limited to**, construction of communication towers; modification or renovation of existing buildings, structures and facilities; or new construction, including replacement of facilities, must participate in the DHS/FEMA EHP review process prior to project initiation. Modification of existing buildings, including minimally invasive improvements such as attaching monitors to interior walls, and training or exercises occurring outside in areas not considered previously disturbed also require a DHS/FEMA EHP review before project initiation.
- c. The EHP review process involves the submission of a detailed project description that includes the entire scope of work, including any alternatives that may be under consideration, along with supporting documentation so FEMA may determine whether the proposed project has the potential to impact environmental resources and/or historic properties.
- d. The Subrecipient agrees that, to receive any federal preparedness funding, all EHP compliance requirements outlined in applicable guidance must be met. The EHP review process **must be**

**completed and FEMA approval received by the Subrecipient before** any work is started for which reimbursement will be later requested. Expenditures for projects started before completion of the EHP review process and receipt of approval by the Subrecipient may not be reimbursed.

## **6. PROCUREMENT**

- a. The Subrecipient shall comply with all procurement requirements of 2 CFR Part 200.318 through 200.326 and as specified in the General Terms and Conditions, Attachment B, A.10.
- b. For all sole source contracts expected to exceed \$250,000, the Subrecipient must submit to the Department for pre-procurement review and approval the procurement documents, such as requests for proposals, invitations for bids and independent cost estimates. This requirement must be passed on to any non-federal entity to which the Subrecipient makes a subaward, at which point the Subrecipient will be responsible for reviewing and approving sole source justifications of any non-federal entity to which the Subrecipient makes a subaward.

## **7. SUBRECIPIENT MONITORING**

- a. The Department will monitor the activities of the Subrecipient from award to closeout. The goal of the Department's monitoring activities will be to ensure that agencies receiving federal pass-through funds are in compliance with this Agreement, federal and state audit requirements, federal grant guidance, and applicable federal and state financial regulations, as well as 2 CFR Part 200 Subpart F.
- b. To document compliance with 2 CFR Part 200 Subpart F requirements, the Subrecipient shall complete and return to the Department an Audit Certification/FFATA form. This form is required to be completed once per calendar year, per Subrecipient, and not per agreement. The Department's Contracts Office will request the Subrecipient submit an updated form at the beginning of each calendar year in which the Subrecipient has an active agreement.
- c. Monitoring activities may include, but are not limited to:
  - i. Review of financial and performance reports;
  - ii. Monitoring and documenting the completion of Agreement deliverables;
  - iii. Documentation of phone calls, meetings (e.g. agendas, sign-in sheets, meeting minutes), e-mails, and correspondence;
  - iv. Review of reimbursement requests and supporting documentation to ensure allowability and consistency with Agreement Work Plan (Attachments D-1, D-2, D-3), Budget (Attachment E), and federal requirements;
  - v. Observation and documentation of Agreement-related activities, such as exercises, training, events, and equipment demonstrations; and
  - vi. On-site visits to review equipment records and inventories, to verify source documentation for reimbursement requests and performance reports, and to verify completion of deliverables.
- d. The Subrecipient is required to meet or exceed the monitoring activities, as outlined above, for any non-federal entity to which the Subrecipient makes a subaward as a pass-through entity under this Agreement.
- e. Compliance will be monitored throughout the performance period to assess risk. Concerns will be addressed through a corrective action plan.

## **8. LIMITED ENGLISH PROFICIENCY (CIVIL RIGHTS ACT OF 1964 TITLE VI)**

The Subrecipient must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that Subrecipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, DHS Guidance to Federal Financial Assistance

Recipients Regarding Title VI Prohibition against National Origin Discrimination Affecting Limited English Proficient Persons, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services, selecting language services, and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance at <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

## **9. NIMS COMPLIANCE**

- a. The National Incident Management System (NIMS) identifies concepts and principles that answer how to manage emergencies from preparedness to recovery regardless of their cause, size, location, or complexity. NIMS provides a consistent, nationwide approach and vocabulary for multiple agencies or jurisdictions to work together to build, sustain, and deliver the core capabilities needed to achieve a secure and resilient nation.
- b. Consistent implementation of NIMS provides a solid foundation across jurisdictions and disciplines to ensure effective and integrated preparedness, planning, and response. NIMS empowers the components of the National Preparedness System, a requirement of Presidential Policy Directive 8, to guide activities within the public and private sector and describes the planning, organizational activities, equipping, training, and exercising needed to build and sustain the core capabilities in support of the National Preparedness Goal.
- c. In order to receive FY 2020 federal preparedness funding, to include 20HSGP, the Subrecipient will ensure all NIMS objectives have been initiated and/or are in progress toward completion. NIMS Implementation Objectives are located at <https://www.fema.gov/media-library/assets/documents/130743>.

## **B. HSGP SPECIFIC REQUIREMENTS**

1. The Subrecipient must use HSGP funds only to perform tasks as described in the Work Plan (Attachments D-1, D-2, D-3), as approved by the Department, and in compliance with this Agreement.
  - a. SHSP-funded projects must assist state, local, tribal, and territorial efforts to build, sustain, and deliver the capabilities necessary to prevent, prepare for, protect against, and respond to acts of terrorism.
  - b. UASI-funded projects must assist high-threat, high-density Urban Areas' efforts to build, sustain, and deliver the capabilities necessary to prevent, prepare for, protect against, and respond to acts of terrorism.
  - c. OPSG-funded projects must enhance cooperation and coordination among Customs and Border Protection, United States Border Patrol, and federal, state, local, tribal, and territorial law enforcement agencies to support joint efforts to secure the United States' borders along routes of ingress/egress to and from international borders, to include travel corridors in states bordering Mexico and Canada as well as states and territories with international water borders. State, local, tribal, and territorial (SLTT) law enforcement agencies utilize their inherent law enforcement authorities to support the border security mission and do not receive any additional authority as a result of participation in OPSG.
  - d. State agencies, including law enforcement, must comply with RCW 43.17.425 and may not use agency funds (including this grant), facilities, property, equipment, or personnel, to investigate, enforce, cooperate with, or assist in the investigation or enforcement of any federal registration or surveillance programs or any other laws, rules, or policies that target Washington residents solely on the basis of race, religion, immigration, or citizenship status, or national or ethnic origin, except as provided in RCW 43.17.425 (3).
2. The Budget (Attachment E) may include the following caps and thresholds:
  - a. If funds are allotted for Management and Administration (M&A), such expenditures must be related to administration of the grant. The maximum percentage of the Grant Agreement Amount

that may be used for M&A costs when allocated under this Agreement shall not exceed five percent (5%) but may be less.

- b. At least twenty-five percent (25%) of the combined HSGP award allocated under SHSP and UASI must be dedicated to law enforcement terrorism prevention activities (LETPA). To meet this requirement, the Subrecipient has agreed, at a minimum, to meet the LETPA percentage indicated in the Budget. If the Subrecipient anticipates spending less than the indicated amount, a budget amendment is required.
  - c. The maximum percentage of the Grant Agreement Amount that may be used for personnel expenses under this Agreement is identified in the Budget. If the Subrecipient anticipates spending more on personnel costs, an amendment is required. Additional approval steps may also be required before the personnel percentage can be increased.
3. If funding is allocated to emergency communications, the Subrecipient must ensure that all projects comply with SAFECOM Guidance on Emergency Communications Grants ensuring the investments are compatible, interoperable, resilient, and support national goals and objectives for improving emergency communications.

Prohibitions on Expending Grant or Cooperative Agreement Funds for Certain Telecommunications and Video Surveillance Services or Equipment: Effective August 13, 2020, DHS/FEMA recipients and subrecipients may not use grant funds under the programs covered by this Manual and provided in FY 2020 or previous years to:

- a. Procure or obtain, extend or renew a contract to procure or obtain, or enter into a contract to procure or obtain any equipment, system, or service that uses "covered telecommunications equipment or services" as a substantial or essential component of any system, or as critical technology of any system; or
- b. Enter into contracts or extend or renew contracts with entities that use "covered telecommunications equipment or services" as a substantial or essential component of any system, or as critical technology as part of any system.

This prohibition regarding certain telecommunications and video surveillance services or equipment is mandated by section 889 of the *John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA)*, Pub. L. No. 115-232 (2018). Recipients and subrecipients may use DHS/FEMA grant funding to procure replacement equipment and services impacted by this prohibition, provided the costs are otherwise consistent with the requirements of this Manual, applicable appendix to this Manual, and applicable NOFO. DHS/FEMA will publish additional guidance in a subsequent Information Bulletin or similar notice.

Per section 889(f)(2)-(3) of the FY 2019 NDAA, covered telecommunications equipment or services means:

- a. Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation, (or any subsidiary or affiliate of such entities);
  - b. For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);
  - c. Telecommunications or video surveillance services provided by such entities or using such equipment; or
  - d. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the People's Republic of China.
4. If funding is allocated to a Fusion Center investment, the Subrecipient must ensure all Fusion Center analytical personnel demonstrate qualifications that meet or exceed competencies identified in the

Common Competencies for state, local, and tribal Intelligence Analysts, which outlines the minimum categories of training needed for intelligence analysts. All training to ensure baseline proficiency in intelligence analysis and production must be completed within six (6) months of hiring unless the analyst has previously served as an intelligence analyst for a minimum of two (2) years. Proof of satisfaction of this requirement must be accessible to the Department Key Personnel as applicable.

5. If funding is allocated to non-DHS FEMA training, the Subrecipient must request prior approval from the Department Key Personnel before attending the training. The Department will coordinate approval with the State Training Point of Contact. Pursuant to DHS/FEMA Grant Programs Directorate Policy FP 207-008-064-1, the training must fall within the FEMA mission scope and be included in the Subrecipient's Emergency Operations Plan. This requirement only applies to training courses and does not include attendance at conferences. Furthermore, additional federal approvals are required for courses that relate to countering violent extremism prior to attendance.
6. For SHSP and UASI, Subrecipients are required to complete the annual Nationwide Cybersecurity Review (NCSR) <https://www.cisecurity.org/ms-isac/services/ncsr> to benchmark and measure progress of improvement in their cybersecurity posture.
7. In support of efforts to enhance capabilities for detecting, deterring, disrupting, and preventing acts of terrorism and other catastrophic events, operational overtime costs are allowable for increased protective security measures at critical infrastructure sites or other high-risk locations and to enhance public safety during mass gatherings and high-profile events. However, except for an elevated National Terrorism Advisory System alert, prior written approval is required before SHSP and UASI funds may be used for operational overtime. Requests must be submitted to the Department Key Personnel in advance of the expenditure to ensure all additional approval steps can be met.
8. Subrecipients should document their preparedness priorities and use them to deploy a schedule of preparedness events in a multi-year Training and Exercise Plan (TEP) or an Integrated Preparedness Plan (IPP). Subrecipients are encouraged to participate in the State's annual Training and Exercise Planning Workshop (TEPW)/Integrated Preparedness Planning Workshop (IPPW) or may conduct their own local/regional TEPW/IPPW. Information related to TEPs and Training and Exercise Planning Workshops (TEPWs), as well as information about IPPs and Integrated Preparedness Planning Workshops (IPPWs), can be found on the HSEEP website at <https://www.fema.gov/HSEEP> and <https://preptoolkit.fema.gov/>.

#### **C. DHS TERMS AND CONDITIONS**

As a subrecipient of 20HSGP program funding, the Subrecipient shall comply with all applicable DHS terms and conditions of the 20HSGP Award Letter and its incorporated documents for DHS Grant No. EMW-2020-SS-00080, which are incorporated in and made a part of this Agreement as Attachment C.

**Washington State Military Department  
GENERAL TERMS AND CONDITIONS  
Department of Homeland Security (DHS)/  
Federal Emergency Management Agency (FEMA)  
Grants**

**A.1 DEFINITIONS**

As used throughout this Agreement, the terms will have the same meaning as defined in 2 CFR 200 Subpart A (which is incorporated herein by reference), except as otherwise set forth below:

- a. **"Agreement"** means this Grant Agreement.
- b. **"Department"** means the Washington Military Department, as a state agency, any division, section, office, unit or other entity of the Department, or any of the officers or other officials lawfully representing that Department. The Department is a recipient of a federal award directly from a federal awarding agency and is the pass-through entity making a subaward to a Subrecipient under this Agreement.
- c. **"Investment"** means the grant application submitted by the Subrecipient describing the project(s) for which federal funding is sought and provided under this Agreement. Such grant application is hereby incorporated into this Agreement by reference.
- d. **"Monitoring Activities"** means all administrative, financial, or other review activities that are conducted to ensure compliance with all state and federal laws, rules, regulations, authorities and policies.
- e. **"Stakeholders Preparedness Report (SPR)"** The SPR is an annual three-step self-assessment of a community's capability levels based on the capability targets identified in the THIRA.
- f. **"Subrecipient"** when capitalized is primarily used throughout this Agreement in reference to the non-federal entity identified on the Face Sheet of this Agreement that has received a subaward from the Department. However, the definition of "Subrecipient" is the same as in 2 CFR 200.93 for all other purposes.
- g. **"Threat and Hazard Identification and Risk Assessment (THIRA)"** The THIRA is a three-step risk assessment. The THIRA helps communities understand their risks and determine the level of capability they need in order to address those risks. The outputs from this process lay the foundation for determining a community's capability gaps during the SPR process.

**A.2 ADVANCE PAYMENTS PROHIBITED**

The Department shall make no payments in advance or in anticipation of goods or services to be provided under this Agreement. Subrecipient shall not invoice the Department in advance of delivery and invoicing of such goods or services.

**A.3 AMENDMENTS AND MODIFICATIONS**

The Subrecipient or the Department may request, in writing, an amendment or modification of this Agreement. However, such amendment or modification shall not be binding, take effect or be incorporated herein until made in writing and signed by the authorized representatives of the Department and the Subrecipient. No other understandings or agreements, written or oral, shall be binding on the parties.

The Agreement performance period shall only be extended by (1) written notification of DHS/FEMA approval of the Award performance period, followed up with a mutually agreed written amendment, or (2) written notification from the Department to the Subrecipient to provide additional time for completion of the Subrecipient's project(s).

**A.4 AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, 42 U.S.C. 12101 ET SEQ. AND ITS IMPLEMENTING REGULATIONS ALSO REFERRED TO AS THE "ADA" 28 CFR Part 35.**

The Subrecipient must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunication.

**A.5 ASSURANCES**

The Department and Subrecipient agree that all activity pursuant to this Agreement will be in accordance with all the applicable current federal, state and local laws, rules and regulations.

**A.6 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, OR INELIGIBILITY**

As federal funds are a basis for this Agreement, the Subrecipient certifies that the Subrecipient is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency.

The Subrecipient shall complete, sign, and return a *Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion* form located at <http://mil.wa.gov/emergency-management-division/grants/requiredgrantforms>. Any such form completed by the Subrecipient for this Agreement shall be incorporated into this Agreement by reference.

Further, the Subrecipient agrees to comply with all applicable federal regulations concerning the federal debarment and suspension system, including 2 CFR Part 180. The Subrecipient certifies that it will ensure that potential contractors or subrecipients or any of their principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in "covered transactions" by any federal department or agency. "Covered transactions" include procurement contracts for goods or services awarded under a non-procurement transaction (e.g. grant or cooperative agreement) that are expected to equal or exceed \$25,000, and subawards to Subrecipients for any amount. With respect to covered transactions, the Subrecipient may comply with this provision by obtaining a certification statement from the potential contractor or subrecipient or by checking the System for Award Management (<https://sam.gov/SAM/>) maintained by the federal government. The Subrecipient also agrees not to enter into any arrangements or contracts with any party on the Washington State Department of Labor and Industries' "Debarred Contractor List" (<https://secure.lni.wa.gov/debarandstrike/ContractorDebarList.aspx>). The Subrecipient also agrees not to enter into any agreements or contracts for the purchase of goods and services with any party on the Department of Enterprise Services' "Debarred Vendor List" (<http://www.des.wa.gov/services/ContractingPurchasing/Business/Pages/Vendor-Debarment.aspx>).

**A.7 CERTIFICATION REGARDING RESTRICTIONS ON LOBBYING**

As required by 44 CFR Part 18, the Subrecipient hereby certifies that to the best of its knowledge and belief: (1) no federally appropriated funds have been paid or will be paid by or on behalf of the Subrecipient to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement; (2) that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Agreement, grant, loan, or cooperative agreement, the Subrecipient will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; (3) and that, as applicable, the Subrecipient will require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code.

**A.8 COMPLIANCE WITH APPLICABLE STATUTES, RULES AND DEPARTMENT POLICIES**

The Subrecipient and all its contractors and subrecipients shall comply with, and the Department is not responsible for determining compliance with, any and all applicable federal, state, and local laws, regulations, executive orders, OMB Circulars, and/or policies. This obligation includes, but is not limited to: nondiscrimination laws and/or policies, Energy Policy and Conservation Act (PL 94-163, as amended), the Americans with Disabilities Act (ADA), Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, Civil Rights Act of 1968, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, (PL 93-288, as amended), Ethics in Public Service (RCW 42.52), Covenant Against Contingent Fees (48 CFR Section 52.203-5), Public Records Act (RCW 42.56), Prevailing Wages on Public Works (RCW 39.12), State Environmental Policy Act (RCW 43.21C), Shoreline Management Act of 1971 (RCW 90.58),

State Building Code (RCW 19.27), Energy Related Building Standards (RCW 19.27A), Provisions in Buildings for Aged and Handicapped Persons (RCW 70.92), and safety and health regulations.

In the event of noncompliance or refusal to comply with any applicable law, regulation, executive order, OMB Circular or policy by the Subrecipient, its contractors or subrecipients, the Department may rescind, cancel, or terminate the Agreement in whole or in part in its sole discretion. The Subrecipient is responsible for all costs or liability arising from its failure, and that of its contractors and subrecipients, to comply with applicable laws, regulations, executive orders, OMB Circulars or policies.

#### A.9 CONFLICT OF INTEREST

No officer or employee of the Department; no member, officer, or employee of the Subrecipient or its designees or agents; no member of the governing body of the jurisdiction in which the project is undertaken or located; and no other official of the Subrecipient who exercises any functions or responsibilities with respect to the project during his or her tenure, shall have any personal or pecuniary gain or interest, direct or indirect, in any contract, subcontract, or the proceeds thereof, for work to be performed in connection with the project assisted under this Agreement.

The Subrecipient shall incorporate, or cause to incorporate, in all such contracts or subawards, a provision prohibiting such interest pursuant to this provision.

#### A.10 CONTRACTING & PROCUREMENT

a. The Subrecipient shall use a competitive procurement process in the procurement and award of any contracts with contractors or subcontractors that are entered into under the original agreement award. The procurement process followed shall be in accordance with 2 CFR Part 200.318 General procurement standards through 200.326 Contract provisions.

As required by Appendix II to 2 CFR Part 200, all contracts entered into by the Subrecipient under this Agreement must include the following provisions, as applicable:

- 1) Contracts for more than the simplified acquisition threshold currently set at \$250,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- 2) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-federal entity including the manner by which it will be affected and the basis for settlement.
- 3) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "*Equal Employment Opportunity*" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "*Amending Executive Order 11246 Relating to Equal Employment Opportunity*," and implementing regulations at 41 CFR part 60, "*Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor*."
- 4) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "*Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction*"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and

Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or Subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency.

- 5) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- 6) Rights to Inventions Made Under a Contract or Agreement. If the federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or Subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or Subrecipient must comply with the requirements of 37 CFR Part 401, "*Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements*," and any implementing regulations issued by the awarding agency.
- 7) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- 8) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "*Debarment and Suspension*." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- 9) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award.
- 10) Procurement of recovered materials -- As required by 2 CFR 200.322, a non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part

247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

- 11) Notice of federal awarding agency requirements and regulations pertaining to reporting.
  - 12) Federal awarding agency requirements and regulations pertaining to copyrights and rights in data.
  - 13) Access by the Department, the Subrecipient, the federal awarding agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.
  - 14) Retention of all required records for six years after the Subrecipient has made final payments and all other pending matters are closed.
  - 15) Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).
  - 16) Pursuant to Executive Order 13858 "*Strengthening Buy-American Preferences for Infrastructure Projects*," the Department encourages Subrecipients to use, to the greatest extent practicable and consistent with the law, the use of goods, products, and materials produced in the United States in every contract, subcontract, purchase order, or sub-award that is chargeable against federal financial assistance awards.
- b. The Department reserves the right to review the Subrecipient's procurement plans and documents and require the Subrecipient to make changes to bring its plans and documents into compliance with the requirements of 2 CFR Part 200.318 through 200.326. The Subrecipient must ensure that its procurement process requires contractors and subcontractors to provide adequate documentation with sufficient detail to support the costs of the project and to allow both the Subrecipient and Department to make a determination on eligibility of project costs.
  - c. All contracting agreements entered into pursuant to this Agreement shall incorporate this Agreement by reference.

#### A.11 DISCLOSURE

The use or disclosure by any party of any information concerning the Department for any purpose not directly connected with the administration of the Department's or the Subrecipient's responsibilities with respect to services provided under this Agreement is prohibited except by prior written consent of the Department or as required to comply with the state Public Records Act, other law or court order.

#### A.12 DISPUTES

Except as otherwise provided in this Agreement, when a bona fide dispute arises between the parties and it cannot be resolved through discussion and negotiation, either party may request a dispute resolution panel to resolve the dispute. A request for a dispute resolution board shall be in writing, state the disputed issues, state the relative positions of the parties, and be sent to all parties. The panel shall consist of a representative appointed by the Department, a representative appointed by the Subrecipient and a third party mutually agreed upon by both parties. The panel shall, by majority vote, resolve the dispute. Each party shall bear the cost for its panel member and its attorney fees and costs and share equally the cost of the third panel member.

#### A.13 LEGAL RELATIONS

It is understood and agreed that this Agreement is solely for the benefit of the parties to the Agreement and gives no right to any other party. No joint venture or partnership is formed as a result of this Agreement.

To the extent allowed by law, the Subrecipient, its successors or assigns, will protect, save and hold harmless the Department, the state of Washington, and the United States Government and their authorized agents and employees, from all claims, actions, costs, damages or expenses of any nature

whatsoever by reason of the acts or omissions of the Subrecipient, its subcontractors, subrecipients, assigns, agents, contractors, consultants, licensees, invitees, employees or any person whomsoever arising out of or in connection with any acts or activities authorized by this Agreement.

To the extent allowed by law, the Subrecipient further agrees to defend the Department and the state of Washington and their authorized agents and employees in any litigation; including payment of any costs or attorneys' fees for any claims or action commenced thereon arising out of or in connection with acts or activities authorized by this Agreement.

This obligation shall not include such claims, costs, damages or expenses which may be caused by the sole negligence of the Department; provided, that if the claims or damages are caused by or result from the concurrent negligence of (1) the Department, and (2) the Subrecipient, its agents, or employees, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Subrecipient, or the Subrecipient's agents or employees.

Insofar as the funding source, FEMA, is an agency of the Federal government, the following shall apply:

44 CFR 206.9 Non-liability. The Federal government shall not be liable for any claim based upon the exercise or performance of, or the failure to exercise or perform a discretionary function or duty on the part of a federal agency or an employee of the Federal government in carrying out the provisions of the Stafford Act.

A.14 LIMITATION OF AUTHORITY – AUTHORIZED SIGNATURE

The signatories to this Agreement represent that they have the authority to bind their respective organizations to this Agreement. Only the Department's Authorized Signature representative and the Authorized Signature representative of the Subrecipient or Alternate for the Subrecipient, formally designated in writing, shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Agreement. Any alteration, amendment, modification, or waiver of any clause or condition of this Agreement is not effective or binding unless made in writing and signed by both parties' Authorized Signature representatives, except as provided for time extensions in Article A.3.

Further, only the Authorized Signature representative or Alternate for the Subrecipient shall have signature authority to sign reimbursement requests, time extension requests, amendment and modification requests, requests for changes to projects or work plans, and other requests, certifications and documents authorized by or required under this Agreement.

A.15 LOSS OR REDUCTION OF FUNDING

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to normal completion or end date, the Department may unilaterally reduce the work plan and budget or unilaterally terminate all or part of the Agreement as a "Termination for Cause" without providing the Subrecipient an opportunity to cure. Alternatively, the parties may renegotiate the terms of this Agreement under "Amendments and Modifications" to comply with new funding limitations and conditions, although the Department has no obligation to do so.

A.16 NONASSIGNABILITY

Neither this Agreement, nor any claim arising under this Agreement, shall be transferred or assigned by the Subrecipient.

A.17 NONDISCRIMINATION

The Subrecipient shall comply with all applicable federal and state non-discrimination laws, regulations, and policies. No person shall, on the grounds of age, race, creed, color, sex, sexual orientation, religion, national origin, marital status, honorably discharged veteran or military status, or disability (physical, mental, or sensory) be denied the benefits of, or otherwise be subjected to discrimination under any project, program, or activity, funded, in whole or in part, under this Agreement.

A.18 NOTICES

The Subrecipient shall comply with all public notices or notices to individuals required by applicable local, state and federal laws and regulations and shall maintain a record of this compliance.

A.19 OCCUPATIONAL SAFETY/HEALTH ACT and WASHINGTON INDUSTRIAL SAFETY/HEALTH ACT (OSHA/WISHA)

The Subrecipient represents and warrants that its workplace does now or will meet all applicable federal and state safety and health regulations that are in effect during the Subrecipient's performance under this Agreement. To the extent allowed by law, the Subrecipient further agrees to indemnify and hold harmless the Department and its employees and agents from all liability, damages and costs of any nature, including, but not limited to, costs of suits and attorneys' fees assessed against the Department, as a result of the failure of the Subrecipient to so comply.

A.20 OWNERSHIP OF PROJECT/CAPITAL FACILITIES

The Department makes no claim to any capital facilities or real property improved or constructed with funds under this Agreement, and by this subaward of funds does not and will not acquire any ownership interest or title to such property of the Subrecipient. The Subrecipient shall assume all liabilities and responsibilities arising from the ownership and operation of the project and agrees to indemnify and hold the Department, the state of Washington, and the United States government harmless from any and all causes of action arising from the ownership and operation of the project.

A.21 POLITICAL ACTIVITY

No portion of the funds provided herein shall be used for any partisan political activity or to further the election or defeat of any candidate for public office or influence the approval or defeat of any ballot issue.

A.22 PROHIBITION AGAINST PAYMENT OF BONUS OR COMMISSION

The assistance provided under this Agreement shall not be used in payment of any bonus or commission for the purpose of obtaining approval of the application for such assistance or any other approval or concurrence under this Agreement provided, however, that reasonable fees or bona fide technical consultant, managerial, or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

A.23 PUBLICITY

The Subrecipient agrees to submit to the Department prior to issuance all advertising and publicity matters relating to this Agreement wherein the Department's name is mentioned, or language used from which the connection of the Department's name may, in the Department's judgment, be inferred or implied. The Subrecipient agrees not to publish or use such advertising and publicity matters without the prior written consent of the Department. The Subrecipient may copyright original work it develops in the course of or under this Agreement; however, pursuant to 2 CFR Part 200.315, FEMA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use the work for government purposes.

Publication resulting from work performed under this Agreement shall include an acknowledgement of FEMA's financial support, by the Assistance Listings Number (formerly CFDA Number), and a statement that the publication does not constitute an endorsement by FEMA or reflect FEMA's views.

A.24 RECAPTURE PROVISION

In the event the Subrecipient fails to expend funds under this Agreement in accordance with applicable federal, state, and local laws, regulations, and/or the provisions of the Agreement, the Department reserves the right to recapture funds in an amount equivalent to the extent of noncompliance. Such right of recapture shall exist for the life of the project following Agreement termination. Repayment by the Subrecipient of funds under this recapture provision shall occur within 30 days of demand. In the event the Department is required to institute legal proceedings to enforce the recapture provision, the Department shall be entitled to its costs and expenses thereof, including attorney fees from the Subrecipient.

A.25 RECORDS

- a. The Subrecipient agrees to maintain all books, records, documents, receipts, invoices and all other electronic or written records necessary to sufficiently and properly reflect the Subrecipient's contracts, subawards, grant administration, and payments, including all direct and indirect charges, and expenditures in the performance of this Agreement (the "records").
- b. The Subrecipient's records related to this Agreement and the projects funded may be inspected and audited by the Department or its designee, by the Office of the State Auditor, DHS, FEMA or their designees, by the Comptroller General of the United States or its designees, or by other state or federal officials authorized by law, for the purposes of determining compliance by the

Subrecipient with the terms of this Agreement and to determine the appropriate level of funding to be paid under the Agreement.

- c. The records shall be made available by the Subrecipient for such inspection and audit, together with suitable space for such purpose, at any and all times during the Subrecipient's normal working day.
- d. The Subrecipient shall retain and allow access to all records related to this Agreement and the funded project(s) for a period of at least six (6) years following final payment and closure of the grant under this Agreement. Despite the minimum federal retention requirement of three (3) years, the more stringent State requirement of six (6) years must be followed.

A.26 RESPONSIBILITY FOR PROJECT/STATEMENT OF WORK/WORK PLAN

While the Department undertakes to assist the Subrecipient with the project/statement of work/work plan (project) by providing federal award funds pursuant to this Agreement, the project itself remains the sole responsibility of the Subrecipient. The Department undertakes no responsibility to the Subrecipient, or to any third party, other than as is expressly set out in this Agreement.

The responsibility for the design, development, construction, implementation, operation and maintenance of the project, as these phrases are applicable to this project, is solely that of the Subrecipient, as is responsibility for any claim or suit of any nature by any third party related in any way to the project.

Prior to the start of any construction activity, the Subrecipient shall ensure that all applicable federal, state, and local permits and clearances are obtained, including, but not limited to, FEMA compliance with the National Environmental Policy Act, the National Historic Preservation Act, the Endangered Species Act, and all other environmental laws, regulations, and executive orders.

The Subrecipient shall defend, at its own cost, any and all claims or suits at law or in equity, which may be brought against the Subrecipient in connection with the project. The Subrecipient shall not look to the Department, or to any state or federal agency, or to any of their employees or agents, for any performance, assistance, or any payment or indemnity, including, but not limited to, cost of defense and/or attorneys' fees, in connection with any claim or lawsuit brought by any third party related to any design, development, construction, implementation, operation and/or maintenance of a project.

A.27 SEVERABILITY

If any court of rightful jurisdiction holds any provision or condition under this Agreement or its application to any person or circumstances invalid, this invalidity does not affect other provisions, terms or conditions of the Agreement, which can be given effect without the invalid provision. To this end, the terms and conditions of this Agreement are declared severable.

A.28 SINGLE AUDIT ACT REQUIREMENTS (including all AMENDMENTS)

The Subrecipient shall comply with and include the following audit requirements in any subawards.

Non-federal entities, as Subrecipients of a federal award, that expend **\$750,000** or more in one fiscal year of federal funds from all sources, direct and indirect, are required to have a single or a program-specific audit conducted in accordance with 2 CFR Part 200 Subpart F. Non-federal entities that spend less than **\$750,000** a year in federal awards are exempt from federal audit requirements for that year, except as noted in 2 CFR Part 200 Subpart F. As defined in 2 CFR Part 200, the term "non-federal entity" means a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient.

Subrecipients that are required to have an audit must ensure the audit is performed in accordance with Generally Accepted Government Auditing Standards (GAGAS) as found in the Government Auditing Standards (the Revised Yellow Book) developed by the United States Comptroller General and the OMB Compliance Supplement. The Subrecipient has the responsibility of notifying its auditor and requesting an audit in compliance with 2 CFR Part 200 Subpart F, to include the Washington State Auditor's Office, a federal auditor, or a public accountant performing work using GAGAS, as appropriate. Costs of the audit may be an allowable grant expenditure as authorized by 2 CFR Part 200.425.

The Subrecipient shall maintain auditable records and accounts so as to facilitate the audit requirement and shall ensure that any subcontractors also maintain auditable records. The Subrecipient is responsible for any audit exceptions incurred by its own organization or that of its subcontractors. Responses to any unresolved management findings and disallowed or questioned costs shall be included with the audit report. The Subrecipient must respond to Department requests for

information or corrective action concerning audit issues or findings within 30 days of the date of request. The Department reserves the right to recover from the Subrecipient all disallowed costs resulting from the audit.

After the single audit has been completed, and if it includes any audit findings, the Subrecipient must send a full copy of the audit and its Corrective Action Plan to the Department at the following address no later than nine (9) months after the end of the Subrecipient's fiscal year(s):

**Contracts Office  
Washington Military Department  
Finance Division, Building #1 TA-20  
Camp Murray, WA 98430-5032**

The Department retains the sole discretion to determine whether a valid claim for an exemption from the audit requirements of this provision has been established.

Conducting a single or program-specific audit in compliance with 2 CFR Part 200 Subpart F is a material requirement of this Agreement. In the absence of a valid claim of exemption from the audit requirements of 2 CFR Part 200 Subpart F, the Subrecipient's failure to comply with said audit requirements may result in one or more of the following actions in the Department's sole discretion: a percentage of federal awards being withheld until the audit is completed in accordance with 2 CFR Part 200 Subpart F; the withholding or disallowing of overhead costs; the suspension of federal awards until the audit is conducted and submitted; or termination of the federal award.

**A.29 SUBRECIPIENT NOT EMPLOYEE**

The parties intend that an independent contractor relationship will be created by this Agreement. The Subrecipient, and/or employees or agents performing under this Agreement are not employees or agents of the Department in any manner whatsoever. The Subrecipient will not be presented as, nor claim to be, an officer or employee of the Department by reason of this Agreement, nor will the Subrecipient make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of the Department or of the state of Washington by reason of this Agreement, including, but not limited to, Workmen's Compensation coverage, unemployment insurance benefits, social security benefits, retirement membership or credit, or privilege or benefit which would accrue to a civil service employee under Chapter 41.06 RCW.

It is understood that if the Subrecipient is another state department, state agency, state university, state college, state community college, state board, or state commission, that the officers and employees are employed by the state of Washington in their own right and not by reason of this Agreement.

**A.30 TAXES, FEES AND LICENSES**

Unless otherwise provided in this Agreement, the Subrecipient shall be responsible for, pay and maintain in current status all taxes, unemployment contributions, fees, licenses, assessments, permit charges and expenses of any other kind for the Subrecipient or its staff required by statute or regulation that are applicable to Agreement performance.

**A.31 TERMINATION FOR CONVENIENCE**

Notwithstanding any provisions of this Agreement, the Subrecipient may terminate this Agreement by providing written notice of such termination to the Department Key Personnel identified in the Agreement, specifying the effective date thereof, at least thirty (30) days prior to such date.

Except as otherwise provided in this Agreement, the Department, in its sole discretion and in the best interests of the state of Washington, may terminate this Agreement in whole or in part ten (10) business days after emailing notice to the Subrecipient. Upon notice of termination for convenience, the Department reserves the right to suspend all or part of the Agreement, withhold further payments, or prohibit the Subrecipient from incurring additional obligations of funds. In the event of termination, the Subrecipient shall be liable for all damages as authorized by law. The rights and remedies of the Department provided for in this section shall not be exclusive and are in addition to any other rights and remedies provided by law.

**A.32 TERMINATION OR SUSPENSION FOR LOSS OF FUNDING**

The DEPARTMENT may unilaterally terminate or suspend all or part of this Grant Agreement, or may reduce its scope of work and budget, if there is a reduction in funds by the source of those funds, and if

such funds are the basis for this Grant Agreement. Department will email the Subrecipient ten (10) business days prior to termination.

#### A.33 TERMINATION OR SUSPENSION FOR CAUSE

In the event the Department, in its sole discretion, determines the Subrecipient has failed to fulfill in a timely and proper manner its obligations under this Agreement, is in an unsound financial condition so as to endanger performance hereunder, is in violation of any laws or regulations that render the Subrecipient unable to perform any aspect of the Agreement, or has violated any of the covenants, agreements or stipulations of this Agreement, the Department has the right to immediately suspend or terminate this Agreement in whole or in part.

The Department may notify the Subrecipient in writing of the need to take corrective action and provide a period of time in which to cure. The Department is not required to allow the Subrecipient an opportunity to cure if it is not feasible as determined solely within the Department's discretion. Any time allowed for cure shall not diminish or eliminate the Subrecipient's liability for damages or otherwise affect any other remedies available to the Department. If the Department allows the Subrecipient an opportunity to cure, the Department shall notify the Subrecipient in writing of the need to take corrective action. If the corrective action is not taken within ten (10) calendar days or as otherwise specified by the Department, or if such corrective action is deemed by the Department to be insufficient, the Agreement may be terminated in whole or in part.

The Department reserves the right to suspend all or part of the Agreement, withhold further payments, or prohibit the Subrecipient from incurring additional obligations of funds during investigation of the alleged compliance breach, pending corrective action by the Subrecipient, if allowed, or pending a decision by the Department to terminate the Agreement in whole or in part.

In the event of termination, the Subrecipient shall be liable for all damages as authorized by law, including, but not limited to, any cost difference between the original Agreement and the replacement or cover Agreement and all administrative costs directly related to the replacement Agreement, e.g., cost of administering the competitive solicitation process, mailing, advertising and other associated staff time. The rights and remedies of the Department provided for in this section shall not be exclusive and are in addition to any other rights and remedies provided by law.

If it is determined that the Subrecipient: (1) was not in default or material breach, or (2) failure to perform was outside of the Subrecipient's control, fault or negligence, the termination shall be deemed to be a "Termination for Convenience".

#### A.34 TERMINATION PROCEDURES

In addition to the procedures set forth below, if the Department terminates this Agreement, the Subrecipient shall follow any procedures specified in the termination notice. Upon termination of this Agreement and in addition to any other rights provided in this Agreement, the Department may require the Subrecipient to deliver to the Department any property specifically produced or acquired for the performance of such part of this Agreement as has been terminated.

If the termination is for convenience, the Department shall pay to the Subrecipient as an agreed upon price, if separately stated, for properly authorized and completed work and services rendered or goods delivered to and accepted by the Department prior to the effective date of Agreement termination, the amount agreed upon by the Subrecipient and the Department for (i) completed work and services and/or equipment or supplies provided for which no separate price is stated, (ii) partially completed work and services and/or equipment or supplies provided which are accepted by the Department, (iii) other work, services and/or equipment or supplies which are accepted by the Department, and (iv) the protection and preservation of property.

Failure to agree with such amounts shall be a dispute within the meaning of the "Disputes" clause of this Agreement. If the termination is for cause, the Department shall determine the extent of the liability of the Department. The Department shall have no other obligation to the Subrecipient for termination. The Department may withhold from any amounts due the Subrecipient such sum as the Department determines to be necessary to protect the Department against potential loss or liability.

The rights and remedies of the Department provided in this Agreement shall not be exclusive and are in addition to any other rights and remedies provided by law.

After receipt of a notice of termination, and except as otherwise directed by the Department in writing, the Subrecipient shall:

- a. Stop work under the Agreement on the date, and to the extent specified, in the notice;
- b. Place no further orders or contracts for materials, services, supplies, equipment and/or facilities in relation to this Agreement except as may be necessary for completion of such portion of the work under the Agreement as is not terminated;
- c. Assign to the Department, in the manner, at the times, and to the extent directed by the Department, all of the rights, title, and interest of the Subrecipient under the orders and contracts so terminated, in which case the Department has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and contracts;
- d. Settle all outstanding liabilities and all claims arising out of such termination of orders and contracts, with the approval or ratification of the Department to the extent the Department may require, which approval or ratification shall be final for all the purposes of this clause;
- e. Transfer title to the Department and deliver in the manner, at the times, and to the extent directed by the Department any property which, if the Agreement had been completed, would have been required to be furnished to the Department;
- f. Complete performance of such part of the work as shall not have been terminated by the Department in compliance with all contractual requirements; and
- g. Take such action as may be necessary, or as the Department may require, for the protection and preservation of the property related to this Agreement which is in the possession of the Subrecipient and in which the Department has or may acquire an interest.

A.35 UTILIZATION OF MINORITY AND WOMEN BUSINESS ENTERPRISES (MWBE)

The Subrecipient is encouraged to utilize business firms that are certified as minority-owned and/or women-owned in carrying out the purposes of this Agreement. The Subrecipient may set utilization standards, based upon local conditions or may use the state of Washington MWBE goals, as identified in WAC 326-30-041.

A.36 VENUE

This Agreement shall be construed and enforced in accordance with, and the validity and performance shall be governed by, the laws of the state of Washington. Venue of any suit between the parties arising out of this Agreement shall be the Superior Court of Thurston County, Washington. The Subrecipient, by execution of this Agreement, acknowledges the jurisdiction of the courts of the state of Washington.

A.37 WAIVERS

No conditions or provisions of this Agreement can be waived unless approved in advance by the Department in writing. The Department's failure to insist upon strict performance of any provision of the Agreement or to exercise any right based upon a breach thereof, or the acceptance of any performance during such breach, shall not constitute a waiver of any right under this Agreement.

**FFY20HSGP Award Documents  
EMW-2020-SS-00080**

**Award Letter**

U.S. Department of Homeland Security  
Washington, D.C. 20472

Bret Daugherty  
Washington Military Department  
Building 20  
Camp Murray, WA 98430 - 5122

Re: Grant No. EMW-2020-SS-00080

Dear Bret Daugherty:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2020 Homeland Security Grant Program has been approved in the amount of \$15,657,838.00. You are not required to match this award with any amount of non-Federal funds.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2020 Homeland Security Grant Program Notice of Funding Opportunity.
- FEMA Preparedness Grants Manual

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please log in to the ND Grants system at <https://portal.fema.gov>.

Step 2: After logging in, you will see the Home page with a Pending Tasks menu. Click on the Pending Tasks menu, select the Application sub-menu, and then click the link for "Award Offer Review" tasks. This link will navigate you to Award Packages that are pending review.

Step 3: Click the Review Award Package icon (wrench) to review the Award Package and accept or decline the award. Please save or print the Award Package for your records.

System for Award Management (SAM): Grant recipients are to keep all of their information up to date in SAM, in particular, your organization's name, address, DUNS number, EIN and banking information. Please ensure that the DUNS number used in SAM is the same one used to apply for all FEMA awards. Future payments will be contingent on the information provided in the SAM; therefore, it is imperative that the information is correct. The System for Award Management is located at <http://www.sam.gov>.

If you have any questions or have updated your information in SAM, please let your Grants Management Specialist (GMS) know as soon as possible. This will help us to make the necessary updates and avoid any interruptions in the payment process.

A handwritten signature in black ink, consisting of a stylized 'C' followed by a horizontal line and a small dot.

CHRISTOPHER PATRICK LOGAN GPD Assistant Administrator

U.S. Department of Homeland Security  
Washington, D.C. 20472



**AGREEMENT ARTICLES**  
**Homeland Security Grant Program**

**GRANTEE:**  
**PROGRAM:**  
**AGREEMENT NUMBER:**

Washington Military Department  
Homeland Security Grant Program  
EMWV-2020-SS-00080-S01

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#### **Article I - Summary Description of Award**

The purpose of the FY 2020 HSGP is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. The HSGP provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation. Among the five basic homeland security missions noted in the DHS Quadrennial Homeland Security Review, HSGP supports the goal to Strengthen National Preparedness and Resilience.

The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization, or community, but rather, require the combined effort of the whole community. This HSGP award consists of State Homeland Security Program (SHSP) funding in the amount of \$6,731,000, Urban Area Security Initiative (UASI) funding in the amount of \$6,250,000, and Operation Stonegarden (OPSG) funding in the amount of \$2,676,838. The following counties shall receive Operation Stonegarden subawards for the following amounts: Adams, \$75,000; Clallam, \$455,000; Ferry, \$130,000; Island, \$208,386; Jamestown Sklallam Tribe, \$80,000; Lower Elwha Tribe, \$75,000; Makah, \$77,018; Nooksack, \$110,262; Okanogan, \$250,000; Pend Oreille, \$155,232; Quileute, \$74,825; San Juan, \$165,750; Spokane, \$155,250; Stevens, \$175,000; Swinomish, \$74,115; Whatcom, \$416,000. These grant programs fund a range of activities, including planning, organization, equipment purchase, training, exercises, and management and administration across all core capabilities and mission areas.

#### **Article II - Activities Conducted Abroad**

Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

#### **Article III - Reporting of Matters Related to Recipient Integrity and Performance**

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

#### **Article IV - Trafficking Victims Protection Act of 2000 (TVPA)**

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. section 7104. The award term is located at 2 C.F.R. section 175.15, the full text of which is incorporated here by reference.

#### **Article V - Federal Leadership on Reducing Text Messaging while Driving**

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

#### **Article VI - Debarment and Suspension**

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

#### **Article VII - Fly America Act of 1974**

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. section 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. section 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

#### **Article VIII - Americans with Disabilities Act of 1990**

Recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. sections 12101-12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

#### **Article IX - Duplication of Benefits**

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

#### **Article X - Copyright**

Recipients must affix the applicable copyright notices of 17 U.S.C. sections 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

#### **Article XI - Civil Rights Act of 1968**

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. section 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

#### **Article XII - Best Practices for Collection and Use of Personally Identifiable Information (PII)**

Recipients who collect PII are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.

#### **Article XIII - Limited English Proficiency (Civil Rights Act of 1964, Title VI)**

Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. section 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable

steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services.

For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

#### **Article XIV - Hotel and Motel Fire Safety Act of 1990**

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. section 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, (codified as amended at 15 U.S.C. section 2225.)

#### **Article XV - Disposition of Equipment Acquired Under the Federal Award**

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. Section 200.313.

#### **Article XVI - Patents and Intellectual Property Rights**

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. section 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. section 401.14.

#### **Article XVII - DHS Specific Acknowledgements and Assurances**

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.

2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.

3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.

4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

5. Recipients of federal financial assistance from DHS must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award or, for State Administering Agencies, thirty (30) days from receipt of the DHS Civil Rights Evaluation Tool from DHS or its awarding component agency. After the initial submission for the first award under which this term applies, recipients are required to provide this information once every two (2) years as long as they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to [CivilRightsEvaluation@hq.dhs.gov](mailto:CivilRightsEvaluation@hq.dhs.gov). This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>.

6. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to [CivilRightsEvaluation@hq.dhs.gov](mailto:CivilRightsEvaluation@hq.dhs.gov) prior to expiration of the 30-day deadline.

#### **Article XVIII - Procurement of Recovered Materials**

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. section 6962.)

The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection

Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

#### **Article XIX - Terrorist Financing**

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

#### **Article XX - Civil Rights Act of 1964 - Title VI**

Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. section 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

#### **Article XXI - Prior Approval for Modification of Approved Budget**

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. Section 200.308. DHS/FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. Section 200.308(e) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the Federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

#### **Article XXII - Acknowledgement of Federal Funding from DHS**

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

#### **Article XXIII - Acceptance of Post Award Changes**

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to [ASK-GMD@fema.dhs.gov](mailto:ASK-GMD@fema.dhs.gov) if you have any questions.

#### **Article XXIV - Rehabilitation Act of 1973**

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (1973), (codified as amended at 29 U.S.C. section 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

#### **Article XXV - False Claims Act and Program Fraud Civil Remedies**

Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. sections 3729-3733, which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. sections 3801-3812, which details the administrative remedies for false claims and statements made.)

#### **Article XXVI - Nondiscrimination in Matters Pertaining to Faith-Based Organizations**

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

#### **Article XXVII - Lobbying Prohibitions**

Recipients must comply with 31 U.S.C. section 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

#### **Article XXVIII - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX**

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (1972) (codified as amended at 20 U.S.C. section 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

#### **Article XXIX - Age Discrimination Act of 1975**

Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, section 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

#### **Article XXX - National Environmental Policy Act**

Recipients must comply with the requirements of the National Environmental Policy Act of 1969 (NEPA), Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. section 4321 et seq.) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

#### **Article XXXI - Assurances, Administrative Requirements, Cost Principles, Representations and Certifications**

DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances - Non-Construction Programs, or OMB Standard Form 424D Assurances - Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

#### **Article XXXII - USA PATRIOT Act of 2001**

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), Pub. L. No. 107-56, which amends 18 U.S.C. sections 175-175c.

#### **Article XXXIII - Non-Supplanting Requirement**

Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

#### **Article XXXIV - Drug-Free Workplace Regulations**

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. sections 8101-8106).

#### **Article XXXV - Universal Identifier and System of Award Management**

Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

#### **Article XXXVI - Reporting Subawards and Executive Compensation**

Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

#### **Article XXXVII - Energy Policy and Conservation Act**

Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. No. 94- 163 (1975) (codified as amended at 42 U.S.C. section 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

#### **Article XXXVIII - Whistleblower Protection Act**

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C section 2409, 41 U.S.C. section 4712, and 10 U.S.C. section 2324, 41 U.S.C. sections 4304 and 4310.

#### **Article XXXIX - Federal Debt Status**

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

#### **Article XL - Use of DHS Seal, Logo and Flags**

Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

#### **Article XLI - Notice of Funding Opportunity Requirements**

All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

#### **Article XLII - SAFECOM**

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

#### **Article XLIII - Operation Stonegarden Program Hold**

The recipient is prohibited from drawing down OPSG funding under this award or reimbursing OPSG subrecipients of this award until each unique, specific, or modified county level, tribal, or equivalent Operations Order or Fragmentary Order (Frago) has been reviewed by FEMA/GPD and Customs and Border Protection/United States Border Patrol (CBP/USBP). The recipient will receive the official notification of approval from FEMA/GPD.

#### **Article XLIV - Funding Hold: SHSP National Priorities**

FEMA has placed a funding hold on the following investments under the national priority areas, and \$1,346,200 of SHSP funds is on hold in the FEMA financial systems. Until the hold is released, the recipient is prohibited from drawing down funds or reimbursing subrecipients for, and the subrecipients are prohibited from obligating or expending SHSP funds for the costs or activities identified below. The hold only applies to the amount of funds identified for each SHSP investment under the national priority areas below. To release this hold, additional information is required for the investments identified below which must be submitted in the December 2020 Biannual Strategy Implementation Report (BSIR) in a manner consistent with GPD Information Bulletin No. 447.

Cybersecurity: \$336,550

Soft Targets/Crowded Places: \$336,550

Information Sharing and Cooperation: \$336,550  
Emerging Threats: \$336,550

If you have questions about this funding hold or believe it was placed in error, please contact the DHS/FEMA Headquarters Preparedness Officer.

#### **BUDGET COST CATEGORIES**

|                  |                 |
|------------------|-----------------|
| Personnel        | \$466,958.85    |
| Fringe Benefits  | \$140,087.45    |
| Travel           | \$14,076.00     |
| Equipment        | \$0.00          |
| Supplies         | \$9,134.00      |
| Contractual      | \$14,941,867.04 |
| Construction     | \$0.00          |
| Indirect Charges | \$85,714.66     |
| Other            | \$0.00          |

**Obligating Document for Award/Amendment**

|                                            |                         |                                |                            |                                                                       |
|--------------------------------------------|-------------------------|--------------------------------|----------------------------|-----------------------------------------------------------------------|
| 1a. AGREEMENT NO.<br>EMW-2020-SS-00080-S01 | 2. AMENDMENT NO.<br>*** | 3. RECIPIENT NO.<br>916001095G | 4. TYPE OF ACTION<br>AWARD | 5. CONTROL NO.<br>WX03438N2020T ,<br>WX03434N2020T ,<br>WX03435N2020T |
|--------------------------------------------|-------------------------|--------------------------------|----------------------------|-----------------------------------------------------------------------|

|                                                                                                                 |                                                                                                                                 |                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 6. RECIPIENT NAME AND ADDRESS<br>Washington Military Department<br>Building 20<br>Camp Murray, WA, 98430 - 5122 | 7. ISSUING FEMA OFFICE AND ADDRESS<br>FEMA-GPD<br>400 C Street, SW, 3rd floor<br>Washington, DC 20472-3645<br>POC: 866-927-5646 | 8. PAYMENT OFFICE AND ADDRESS<br>FEMA Finance Center<br>430 Market Street<br>Winchester, VA 22603 |
|-----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|

|                                                   |                           |                                                                                                                                  |
|---------------------------------------------------|---------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| 9. NAME OF RECIPIENT PROJECT OFFICER<br>Gail Cram | PHONE NO.<br>253-512-7472 | 10. NAME OF FEMA PROJECT COORDINATOR<br>Central Scheduling and Information Desk<br>Phone: 800-368-6498<br>Email: Askcsid@dhs.gov |
|---------------------------------------------------|---------------------------|----------------------------------------------------------------------------------------------------------------------------------|

|                                                 |                               |                                                  |                                                                                                                          |
|-------------------------------------------------|-------------------------------|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| 11. EFFECTIVE DATE OF THIS ACTION<br>09/01/2020 | 12. METHOD OF PAYMENT<br>PARS | 13. ASSISTANCE ARRANGEMENT<br>Cost Reimbursement | 14. PERFORMANCE PERIOD<br><b>From:</b> 09/01/2020 <b>To:</b> 08/31/2023<br><b>Budget Period</b><br>09/01/2020 08/31/2023 |
|-------------------------------------------------|-------------------------------|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|

**1 5. DESCRIPTION OF ACTION****a. (Indicate funding data for awards or financial changes)**

| PROGRAM NAME<br>ACRONYM         | CFDA NO. | ACCOUNTING DATA<br>(ACCS CODE)<br>XXXX-XXX-XXXXXX-XXXXX-XXXX-XXXX-X | PRIOR<br>TOTAL<br>AWARD | AMOUNT<br>AWARDED<br>THIS<br>ACTION<br>+ OR (-) | CURRENT<br>TOTAL<br>AWARD | CUMULATIVE NON-<br>FEDERAL COMMITMENT |
|---------------------------------|----------|---------------------------------------------------------------------|-------------------------|-------------------------------------------------|---------------------------|---------------------------------------|
| Homeland Security Grant Program | 97.067   | 2020-FA-GG02-P410- -4101-D                                          | \$0.00                  | \$2,676,838.00                                  | \$2,676,838.00            | See Totals                            |
| Homeland Security Grant Program | 97.067   | 2020-FA-GG01-P410- -4101-D                                          | \$0.00                  | \$6,731,000.00                                  | \$6,731,000.00            | See Totals                            |
| Homeland Security Grant Program | 97.067   | 2020-FA-GH01-P410- -4101-D                                          | \$0.00                  | \$6,250,000.00                                  | \$6,250,000.00            | See Totals                            |
|                                 |          |                                                                     | <b>\$0.00</b>           | <b>\$15,657,838.00</b>                          | <b>\$15,657,838.00</b>    | <b>\$0.00</b>                         |

b. To describe changes other than funding data or financial changes, attach schedule and check here.  
N/A

16 a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Homeland Security Grant Program recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)  
Gail Cram,

DATE  
Sun Sep 13 19:38:31 GMT  
2020

18. FEMA SIGNATORY OFFICIAL (Name and Title)

DATE  
Tue Aug 25 18:08:42 GMT  
2020



SHENAUZ SUBRINA WONG , Assistance Officer

## WORK PLAN

### FFY20 Homeland Security Grant Program (HSGP) Operation Stonegarden (OPSG)

The OPSG Program provides funding to support joint efforts to secure the United States' borders along routes of ingress/egress to and from international borders, to include travel corridors in states bordering Mexico and Canada, as well as states and territories with international water borders. State, local, tribal, and territorial (SLTT) law enforcement agencies utilize their inherent law enforcement authorities to support the border security mission and do not receive any additional authority as a result of participation in OPSG.

Per the FY20 Preparedness Grants Manual, responsibilities of the Subrecipient include:

- Conduct operations on an as-needed basis throughout the length of the grant performance period;
- Integrate law enforcement partners from contiguous counties and towns into their tactical operations to expand the layer of security beyond existing areas;
- Ensure all required reports, including reports from friendly forces, are submitted to Border Patrol and the State Administrative Agency (SAA), when applicable, in the proper format and within established timeframes;
- Ensure applicable OPSG derived data and applicable intelligence is shared with the designated fusion center in the state or high-risk urban areas;
- Request instruction and information from the SAA, when applicable, and/or Border Patrol and other Federal law enforcement agencies regarding techniques, methods, and trends used by transnational criminal organizations in the area;
- Provide the SAA and Border Patrol a single point of contact that maintains subject-matter expertise in OPSG who can coordinate, collect, and report operational activities within the established reporting procedures; and
- Assist as required with the coordination, management, and operational aspects of the grant.

Attachment E includes the Budget.

The Budget consists of the 20OPSG Operation Order Approval Letter and the Personnel Cap Waiver Approval Letter addressed to Adjutant General Daugherty on behalf of the Subrecipient.

- Personnel expenditures will not exceed 50% of the agreement award unless a waiver has been approved by FEMA. Once a Personnel Cap Waiver Approval Letter is received, the Subrecipient will be held to the personnel amount indicated in the letter. Expenditures above the approved amount will not be reimbursed unless and only after a revised approval letter is received from FEMA.
- A current approved Indirect Cost Rate Agreement must be provided to the SAA prior to requesting reimbursement of indirect costs. If the approved Indirect Cost Rate Agreement is updated, the updated Agreement must be submitted to the SAA before costs will be reimbursed.
- OPSG funds shall not be used to supplant inherent routine patrols and law enforcement operations or activities not directly related to providing enhanced coordination between local, state, tribal, and Federal law enforcement agencies.
- Cumulative transfers between budget categories in excess of 10% of the Grant Agreement amount will not be reimbursed without prior written authorization from the Department. All budget modifications must be validated by USBP concurrence and any applicable approvals.

## BUDGET

U.S. Department of Homeland Security  
Washington, DC 20473



**FEMA**

March 24, 2021

Bret Daugherty  
Adjutant General  
Washington Military Department  
Militia Drive, Building 1  
Camp Murray, WA 98430-5122

Dear Adjutant General Daugherty:

Based on the Department of Homeland Security, Federal Emergency Management Agency's (FEMA) Operation Stonegarden Grant Program (OPSG) guidelines and special conditions associated with this program, the below referenced Operations Order as submitted is approved:

**Operations Order No:** BLWBLW-10-010-Version 0

**Fiscal Year:** 2020

**Amount Approved:** \$455,000

**Operations Order Dates:** 09/01/2020 - 08/31/2023

**Recipient:** Clallam County

Expenditures from the Operations Order (OPORD) that were reviewed and approved by FEMA and U.S. Customs and Border Protection/Border Patrol (CBP) are outlined below. These expenses will assist the County in conducting border centric, intelligence driven operations with the goal of reduction or elimination of threat, risk and vulnerability along our Nation's borders. Please see below for all approved costs for this OPORD, and refer to the OPORD for specific items.

| Category        | Amount              |
|-----------------|---------------------|
| Overtime:       | \$281,489.90        |
| Fringe:         | \$76,823.33         |
| Equipment:      | \$34,007.59         |
| Fuel:           | \$12,760.00         |
| Maintenance:    | \$0                 |
| Mileage:        | \$3,079.24          |
| Travel:         | \$0                 |
| County M&A:     | \$22,181.25         |
| State M&A:      | \$11,375.00         |
| Indirect Costs: | \$13,283.69         |
| <b>Total</b>    | <b>\$455,000.00</b> |

Please find the below special conditions associated with OPSG and retain this letter for your grant files. If you have any questions, please feel free to contact me at (202) 674-1136

**FOR OFFICIAL USE ONLY – LAW ENFORCEMENT SENSITIVE**

Sincerely,

Hugh McCalla on behalf of Lindsey Tomes  
Preparedness Officer  
U.S. Department of Homeland Security  
Federal Emergency Management Agency  
Grant Programs Directorate

Cc: U.S. Customs and Border Protection/ Border Patrol

The following Special Conditions are associated with this Operation Stonegarden award:

1. Construction and construction-type activities are prohibited.
2. Lethal or less than lethal forces including, but not limited to: weapons, firearms, ammunition and tasers are prohibited.
3. Per the *Personnel Reimbursement for Intelligence Cooperation and Enhancement (PRICE) of Homeland Security Act* (Public Law 110-412), the sum of all personnel related expenses shall not exceed 50% of the recipient's allocation without first obtaining a waiver from the FEMA Administrator.
4. All participating agencies shall monitor, review and track expenditures of OPSG funds under individual Operations Orders issued. Participating agencies shall not obligate, and/or encumber OPSG grant funds beyond the total of their allocation issued by FEMA.
5. The Operations Order has been reviewed and approved under the Environmental and Historic Preservation Program (EHP) guidelines as being categorically excluded from further EHP review.
6. Recipients must submit a letter of justification for all proposed vehicles or equipment items in excess of \$100,000. This justification will be reviewed by CBP and FEMA.

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FEMA

October 8, 2020

Bret Daugherty  
Adjutant General  
Washington Military Department  
MS: TA-20 Building 20  
Camp Murray, WA 98430-5122

Dear Adjutant General Daugherty:

The Federal Emergency Management Agency (FEMA) has reviewed the request submitted by Washington Military Department (WMD) to waive the 50 percent Personnel Cap imposed by Section 2008 of the *Homeland Security Act of 2002*, Public Law 107-296, as amended (6 U.S.C. § 609). WMD is retaining 2.5 percent for M&A at \$66,920.95. The following counties have requested to expend up to 85 percent of their total FY 2020 Operation Stonegarden allocations, award number EMW-2020-SS-00080, on operational overtime and related personnel costs.

| County                   | FY 2020 OPSG Allocation | 85% PCAP Maximum      |
|--------------------------|-------------------------|-----------------------|
| Adams                    | \$75,000.00             | \$63,750.00           |
| Clallam                  | \$455,000.00            | \$386,750.00          |
| Ferry                    | \$130,000.00            | \$110,500.00          |
| Island                   | \$208,386.00            | \$177,128.10          |
| Jamestown Sklallam Tribe | \$80,000.00             | \$68,000.00           |
| Lower Elwha Tribe        | \$75,000.00             | \$63,750.00           |
| Makah                    | \$77,018.00             | \$65,465.30           |
| Nooksack                 | \$110,262.00            | \$93,722.70           |
| Okanogan                 | \$250,000.00            | \$212,500.00          |
| Pend Oreille             | \$155,232.00            | \$131,947.20          |
| Quileute                 | \$74,825.00             | \$63,601.25           |
| San Juan                 | \$165,750.00            | \$140,887.50          |
| Spokane                  | \$155,250.00            | \$131,962.50          |
| Stevens                  | \$175,000.00            | \$148,750.00          |
| Swinomish                | \$74,115.00             | \$62,997.75           |
| Whatcom                  | \$416,000.00            | \$353,600.00          |
| <b>Total</b>             | <b>\$2,676,838.00</b>   | <b>\$2,275,312.30</b> |

This request is consistent with the terms and conditions of the grant award and is necessary for the continued success of border security operations. This request is therefore approved pursuant to the waiver authority provided by 6 U.S.C § 609(b)(2)(B).

As a reminder, if any subrecipient's approved or initial revised budget will exceed 85 percent in personnel costs, they are required to submit a waiver request as described in section III.C.3 of Information Bulletin 421b. Please contact your Preparedness Officer, Lindsey Tomes, at [lindsey.tomes@fema.dhs.gov](mailto:lindsey.tomes@fema.dhs.gov) if you have any questions.

Sincerely,



Stacey N. Street  
Director  
Office of Grants Administration

Cc : Mike O'Hare, Regional Administrator, Region X  
Kerry L. Thomas, Director, Preparedness Grants Division  
Patrick Marcham, Grants Division Director, Region X  
Virginia Warren, Deputy Director, Preparedness Grants Division  
Alexander R. Mrazik, Jr., Branch Chief, Preparedness Grants Division  
Kimberley Marshall, Section Chief, Preparedness Grants Division  
Lindsey Tomes, Preparedness Officer, Preparedness Grants Division

## Clallam County Sheriff's Office 20OPSG Timeline

| Date                  | Task                                                                                                                                                                                                                     |
|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| September 1, 2020     | Grant Agreement Start Date                                                                                                                                                                                               |
| March 24, 2021        | Operations Order approved by FEMA                                                                                                                                                                                        |
| September 1, 2021     | Estimated date work will begin                                                                                                                                                                                           |
| NLT January 31, 2022  | Submit Reimbursement Request                                                                                                                                                                                             |
| NLT April 1, 2022     | Submit 2022 Indirect Rate Agreement                                                                                                                                                                                      |
| NLT April 30, 2022    | Submit Reimbursement Request                                                                                                                                                                                             |
| NLT July 31, 2022     | Submit Reimbursement Request                                                                                                                                                                                             |
| NLT October 31, 2022  | Submit Reimbursement Request                                                                                                                                                                                             |
| NLT January 31, 2023  | Submit Reimbursement Request                                                                                                                                                                                             |
| NLT February 24, 2023 | In collaboration with U.S. Border Patrol, assess status of award. Determine if additional time is needed to complete operations and/or if there is a need to submit a FRAG Order changing the approved Operations Order. |
| March 31, 2023        | Grant Agreement End Date. All work ceases.                                                                                                                                                                               |
| NLT May 15, 2023      | Submit Final Reimbursement Request and Closeout Report. Reports are due before final invoice will be reimbursed.                                                                                                         |

***Grant Performance Period: September 1, 2020 - August 31, 2023***

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| Budget Summary Overview Clallam County |                      |                 |             |             |             |            |        |             |                    |              |
|----------------------------------------|----------------------|-----------------|-------------|-------------|-------------|------------|--------|-------------|--------------------|--------------|
| Subrecipient/Friendly Force            | Operational Overtime | Fringe Benefits | Equipment   | Fuel        | Maintenance | Mileage    | Travel | Indirect    | M&A (Subrecipient) | Total        |
| Clallam County Sheriff's Office        | \$105,373.31         | \$17,915.86     | \$33,297.59 | \$7,500.00  | \$0.00      | \$2,980.35 | \$0.00 | \$7,393.01  | \$22,181.25        | \$196,641.37 |
| Port Angeles Police Department         | \$139,886.67         | \$46,628.89     | \$0.00      | \$0.00      | \$0.00      | \$0.00     | \$0.00 | \$0.00      | \$0.00             | \$186,515.56 |
| Sequim Police Department               | \$24,510.72          | \$10,745.28     | \$710.00    | \$0.00      | \$0.00      | \$98.89    | \$0.00 | \$0.00      | \$0.00             | \$36,064.89  |
| WA Dept of Fish & Wildlife             | \$11,719.20          | \$1,533.30      | \$0.00      | \$5,260.00  | \$0.00      | \$0.00     | \$0.00 | \$5,890.68  | \$0.00             | \$24,403.18  |
| Subtotal Costs                         | \$281,489.90         | \$76,823.33     | \$34,007.59 | \$12,760.00 | \$0.00      | \$3,079.24 | \$0.00 | \$13,283.69 | \$22,181.25        | \$443,625.00 |
| SAA M&A                                |                      |                 |             |             |             |            |        |             |                    | \$11,375.00  |
| Grand Total Cost                       |                      |                 |             |             |             |            |        |             |                    | \$455,000.00 |
| Award                                  |                      |                 |             |             |             |            |        |             |                    | \$455,000.00 |

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## AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

2b  
4/27/21

**Department: Public Works**

**WORK SESSION** ☒ **Meeting Date: 4/19/21**

**REGULAR AGENDA** ☒ **Meeting Date: 4/27/21**

**Required originals approved and attached?** ☒  
**Will be provided on:**

**Item summary:**

☐ Call for Hearing

☒ Contract/Agreement/MOU - Contract # 414-21-001

☐ Resolution

☐ Proclamation

☐ Budget Item

☐ Draft Ordinance

☐ Final Ordinance

☐ Other Request for Proposal

Documents exempt from public disclosure attached: ☐

**Executive summary:**

Clallam County Public Works (CCPW) released an RFP for a value planning analysis of wastewater collection and treatment capital planning for the Clallam Bay and Sekiu Sewer. Two proposals were received and after interviews were conducted, Wilson Engineering, LLC was selected. The contract to be signed includes: a value analysis of the capital improvement plan (CIP) from the 2018 Waste Facilities Plan, financial analysis of current and proposed CIP with regards to rate management, and an amendment to the 2018 Wastewater Facilities Plan.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

The value planning analysis, including staff time, will be funded through the Department of Ecology's (Ecology) Clean Water State Revolving Fund obtained in 2019, mainly a \$100,000 forgivable loan. This amount has been included in the '21 budget for PW-Clallam Bay-Sekiu Sewer.

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)

Sign the attached contract (Personal Services Agreement) with Wilson Engineering, LLC.

**County Official signature & print name:** R. Tyler Ross Tyler

**Name of Employee/Stakeholder attending meeting:** Meggan Uecker

**Relevant Departments:** \_\_\_\_\_

**Date submitted:** 4/14/2021

\* Work Session Meeting - Submit 1 single sided/not stapled copy

\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



## PERSONAL SERVICES AGREEMENT

THIS AGREEMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Wilson Engineering, LLC  
Address: 805 Dupont Street, Suite 7  
Bellingham, WA 98225  
Phone N<sup>o</sup>: 360-733-6100

(hereinafter called "Contractor").

This Agreement is comprised of:

- ☒ Attachment A - Scope of Work
- ☒ Attachment B – Compensation
- ☒ Attachment C - General Conditions
- ☒ Attachment D - Special Terms and Conditions
- ☒ Attachment E (specify) – Business License and Certificate of Insurance

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Agreement shall commence on the 27th day of April 2021 and shall, unless terminated as provided elsewhere in the Agreement, terminate on the 31st day of December 2021.

IN WITNESS WHEREOF, the parties have executed this Agreement on this            day of            20            .

CONTRACTOR

BOARD OF CLALLAM COUNTY COMMISSIONERS

Jeffrey G. Christner

Mark Ozias, Chair

Print name: Jeffrey G. Christner

Title: Principal

Date: April 16, 20 21

ATTEST:

THIS CONTRACT HAS BEEN APPROVED AS TO  
FORM BY THE CLALLAM COUNTY PROSECUTING  
ATTORNEY

Loni Gores, Clerk of the Board

Originals: BOCC  
Vendor  
Initiating Department  
Copies: 5

See attachment: Scope of Work

**SCOPE OF WORK**

**COMPENSATION**

1. ☐ **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than ☐ monthly; ☐ quarterly; ☐ semi-annually; ☐ annually; ☐ at completion of project; ☐ other (specify) \_\_\_\_\_.

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

☒ **b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

***Name/Position***

See Attachment: Billing Rates

***Hourly Rate***

varies

Payments for completed tasks shall be made no more frequently than ☒ monthly; ☐ quarterly; ☐ semi-annually;  
☐ annually; ☐ at completion of project; ☐ other (specify) \_\_\_\_\_.

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) \_\_\_\_\_.

In no event shall Contractor be compensated in excess of SEVENTY-NINE THOUSAND AND FIVE HUNDRED DOLLARS (\$79,500) for the completed work set forth in Attachment "A."

**2. AND**

☒ **a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers, and the like.

**OR**

☐ **b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers, and computer. Reimbursement for airfare, mileage, meals and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

☒ **c.** Other (specify): \_\_\_\_\_

**GENERAL CONDITIONS**

1. Scope of Contractor's Services. The Contractor agrees to provide to the County services and any materials set forth in the project narrative identified as Attachment A during the agreement period. No material, labor, or facilities will be furnished by the County, unless otherwise provided for in the Agreement.
2. Accounting and Payment for Contractor Services. Payment to the Contractor for services rendered under this Agreement shall be as set forth in Attachment B. Unless specifically stated in Attachment B, the County will not reimburse the Contractor for any costs or expenses incurred by the Contractor in the performance of this contract.

The County shall compensate the Contractor through the County voucher system for the Contractor's service pursuant to the fee schedule set forth in Attachment B.

3. Delegation and Subcontracting. Contractor's services are deemed personal and no portion of this contract may be delegated or subcontracted to any other individual, firm or entity without the express and prior written approval of the County Project Manager.
4. Independent Contractor. The Contractor's services shall be furnished by the Contractor as an independent contractor and nothing herein contained shall be construed to create a relationship of employer/employee or master/servant.

The Contractor acknowledges that the entire compensation for this Agreement is specified in Attachment B and the Contractor is not entitled to any county benefits including, but not limited to: vacation pay, holiday pay, sick leave pay, medical, dental or other insurance benefits, or any other rights or privileges afforded to Clallam County employees. The Contractor represents that it maintains a separate place of business, serves clients other than the County, will report all income and expense accrued under this contract with the Internal Revenue Service on a business tax schedule, and has a tax account with the State of Washington Department of Revenue for payment of all sales and use and Business and Occupation taxes collected by the State of Washington.

In the event that either the state or federal government determines that an employer/employee or master/servant relationship exists rather than an independent contractor relationship such that Clallam County is deemed responsible for federal withholding, social security contributions, workers compensation and the like, the Contractor agrees to reimburse Clallam County for any payments made or required to be made by Clallam County. Should any payments be due to the Contractor pursuant to this Agreement, the Contractor agrees that reimbursement may be made by deducting from such future payments a pro rata share of the amount to be reimbursed.

Notwithstanding any determination by the state or federal government that an employer/employee or master/servant relationship exists, the Contractor, its officers, employees and agents, shall not be entitled to any benefits that Clallam County provides to its employees.

5. No Guarantee of Employment. The performance of all or part of this contract by the Contractor shall not operate to vest any employment rights whatsoever and shall not be deemed to guarantee any employment of the Contractor or any employee of the Contractor or any subcontractor or any employee of any subcontractor by the County at the present time or in the future.
6. Regulations and Requirements. This Agreement shall be subject to all federal, state, and local laws, rules, and regulations.
7. Right to Review. This contract is subject to review by any federal or state auditor. The County shall have the right to review and monitor the financial and service components of this program by whatever means are deemed expedient by the County Project Manager. Such review may occur with or without notice, and may include, but is not limited to, on-site inspection by County agents or employees, inspection of all records or other materials that the County deems pertinent to the

Agreement and its performance, and any and all communications with or evaluations by service recipients under this Agreement. The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for three (3) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

8. Modifications. Either party may request changes in the Agreement. Any and all agreed modifications shall be in writing, signed by each of the parties.
9. Termination for Default. If the Contractor defaults by failing to perform any of the obligations of the contract or becomes insolvent or is declared bankrupt or makes an assignment for the benefit of creditors, the County may, by depositing written notice to the Contractor in the U.S. Mail, postage prepaid, terminate the contract, and at the County's option, obtain performance of the work elsewhere. If the contract is terminated for default, the Contractor shall not be entitled to receive any further payments under the contract. Any extra cost or damage to the County resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor agrees to bear any extra expenses incurred by the County in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the County by reason of such default.

If a notice of termination for default has been issued and it is later determined for any reason that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

10. Termination for Public Convenience. The County may terminate the contract in whole or in part whenever the County determines, in its sole discretion that such termination is in the interests of the County. Whenever the contract is terminated in accordance with this paragraph, the Contractor shall be entitled to payment for actual work performed for completed items of work. An equitable adjustment in the contract price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this contract by the County at any time during the term, whether for default or convenience, shall not constitute a breach of contract by the County.
11. Termination Due to Insufficient Funds. If sufficient funds for payment under this contract are not appropriated or allocated or are withdrawn, reduced, or otherwise limited, the County may terminate this contract upon five (5) days written notice to the Contractor. No penalty or expense shall accrue to the County in the event this provision applies.
12. Termination Procedure. The following provisions apply in the event that this Agreement is terminated:
  - (a) The Contractor shall cease to perform any services required hereunder as of the effective date of termination and shall comply with all reasonable instructions contained in the notice of termination, if any.
  - (b) The Contractor shall provide the County with an accounting of authorized services provided through the effective date of termination.
  - (c) If the Agreement has been terminated for default, the County may withhold a sum from the final payment to the Contractor that the County determines necessary to protect itself against loss or liability.
13. Defense and Indemnity Agreement.
  - (a) The Contractor agrees to hold harmless, indemnify and defend the County, its officers, officials, employees and agents, from and against any and all claims, actions, suits, liability,

loss, expenses, damages and judgments of any nature whatsoever, including reasonable costs and attorneys' fees in defense thereof, for injury, sickness, disability or death to persons or damage to property (including loss of use thereof) or business (including economic loss), caused by or arising out of the Contractor's acts, errors or omissions in the performance of the Contract. Provided, however, that the Contractor's obligation under this provision will not extend to injury, sickness, disability, death or damage caused by or arising out of the sole negligence of the County, its officers, officials, employees or agents.

(b) With regard to any claim against the County, its officers, officials, employees and agents by any employee of the Contractor, subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this Section will not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts. It is clearly agreed and understood by the parties to the Contract that the Contractor expressly waives any immunity the Contractor might have had under such laws. By executing the Contract, the Contractor acknowledges that the foregoing waiver has been mutually negotiated by the parties as is required by RCW 4.24.115, and that the provisions of this Section will be incorporated, as relevant, into any contract the Contractor makes with any subcontractor or agent performing work under the Contract.

(c) The Contractor's obligations under these provisions include, but are not limited to, investigating, adjusting, and defending all claims alleging loss from action, error or omission, or breach of any common law, statutory or other delegated duty by the Contractor, the Contractor's employees, agents or subcontractors.

14. Industrial Insurance Waiver. With respect to the performance of this Agreement and as to claims against the County, its appointed and elected officers, agents and employees, the Contractor expressly waives its immunity under Title 51 of the Revised Code of Washington, the Industrial Insurance Act, as now or hereafter amended, for injuries to its employees and agrees that the obligations to indemnify, defend and hold harmless provided in this Agreement extend to any claim brought by or on behalf of any employee of the Contractor. Along with the other provisions of this Agreement, this waiver is mutually negotiated by the parties to this Agreement.
15. Venue and Choice of Law. In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Agreement, the venue of such action shall be in the courts of the State of Washington in and for the County of Clallam. This Agreement shall be governed by the law of the State of Washington.
16. Withholding Payment. In the event the County Project Manager determines that the Contractor has failed to perform any obligation under this Agreement within the times set forth in this Agreement, then the County may withhold from amounts otherwise due and payable to Contractor the amount determined by the County as necessary to cure the default, until the County Project Manager determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Contractor to termination or damages, provided that the County promptly gives notice in writing to the Contractor of the nature of the default or failure to perform, and in no case more than ten (10) days after it determines to withhold amounts otherwise due. A determination of the County Project Manager set forth in a notice to the Contractor of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Contractor acts within the times and in strict accord with the provision of the Disputes clause of this Agreement. The County may act in accordance with any determination of the County Project Manager which has become conclusive under this clause, without prejudice to any other remedy under the Agreement, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Contractor, (3) to set off any amount paid or incurred from amounts due or to become due the Contractor. In the event the Contractor obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to the Contractor by reason of good faith withholding by the County under this clause.

17. Rights and Remedies. The duties and obligations imposed by this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law.
18. Contractor Commitments, Warranties and Representations. Any written commitment received from the Contractor concerning this Agreement shall be binding upon the Contractor, unless otherwise specifically provided herein with reference to this paragraph. Failure of the Contractor to fulfill such a commitment shall render the Contractor liable for damages to the County. A commitment includes, but is not limited to any representation made prior to execution of this Agreement, whether or not incorporated elsewhere herein by reference, as to performance of services or equipment, prices or options for future acquisition to remain in effect for a fixed period, or warranties.
19. Patent/Copyright Infringement. Contractor will defend, indemnify and save harmless County, its appointed and elected officers, agents and employees from and against all loss or expense, including but not limited to claims, demands, actions, judgments, settlements, attorneys' fees and costs by reason of any and all claims and demands upon the County, its elected or appointed officials or employees for damages because of the Contractor's alleged infringement on any patent or copyright. The Contractor will pay those costs and damages attributable to any such claims that are finally awarded against the County, its appointed and elected officers, agents and employees in any action. Such defense and payments are conditioned upon the following:
- (a) That Contractor shall be notified promptly in writing by County of any notice of such claim.
  - (b) Contractor shall have the right, hereunder, at its option and expense, to obtain for the County the right to continue using the information, in the event such claim of infringement, is made, provided no reduction in performance or loss results to the County.
20. Disputes:
- (a) General. Differences between the Contractor and the County, arising under and by virtue of the contract documents shall be brought to the attention of the County at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The records, orders, rulings, instructions, and decision of the County Project Manager shall be final and conclusive 30 days from the date of mailing unless the Contractor mails or otherwise furnishes to the County Administrator a written notice of appeal. The notice of appeal shall include facts, law, and argument as to why the conclusions of the County Project Manager are in error.  
  
In connection with any appeal under this clause, the Contractor and County shall have the opportunity to submit written materials and argument and to offer documentary evidence in support of the appeal. Oral argument and live testimony will not be permitted. The decision of the County Administrator for the determination of such appeals shall be final and conclusive. Reviews of the appellate determination shall be brought in the Superior Court of Clallam County within 15 days of mailing of the written appellate determination. Pending final decision of the dispute, the Contractor shall proceed diligently with the performance of this Agreement and in accordance with the decision rendered.
  - (b) Notice of Potential Claims. The Contractor shall not be entitled to additional compensation or to extension of time for (1) any act or failure to act by the County Project Manager or the County, or (2) the happening of any event or occurrence, unless the Contractor has given the County a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the County. The written Notice of Potential Claim shall set forth the reasons for which the Contractor believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Contractor shall

keep full and complete daily records of the work performed, labor and material used, and all costs and additional time claimed to be additional.

(c) Detailed Claim. The Contractor shall not be entitled to claim any such additional compensation, or extension of time, unless within 30 days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the County, the Contractor has given the County a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

21. Ownership of Items Produced. All writings, programs, data, art work, music, maps, charts, tables, illustrations, records or other written, graphic, analog or digital materials prepared by the Contractor and/or its consultants or subcontractors, in connection with the performance of this Agreement shall be the sole and absolute property of the County and constitute "work made for hire" as that phrase is used in federal and/or state intellectual property laws and Contractor and/or its agents shall have no ownership or use rights in the work.
22. Recovery of Payments to Contractor. The right of the Contractor to retain monies paid to it is contingent upon satisfactory performance of this Agreement, including the satisfactory completion of the project described in the Scope of Work (Attachment A). In the event that the Contractor fails, for any reason, to perform obligations required of it by this Agreement, the Contractor may, at the County Project Manager's sole discretion, be required to repay to the County all monies disbursed to the Contractor for those parts of the project that are rendered worthless in the opinion of the County Project Manager by such failure to perform.

Interest shall accrue at the rate of 12 percent (12%) per annum from the time the County Project Manager demands repayment of funds.

23. Project Approval. The extent and character of all work and services to be performed under this Agreement by the Contractor shall be subject to the review and approval of the County Project Manager. For purposes of this Agreement, the County Project Manager is:

Name: Meggan Uecker  
Title: Utility Program Manager  
Address: 223 E. 4th St., Ste. 6  
Telephone: 360-417-2441  
E-mail: muecker@co.clallam.wa.us  
Fax: 360-417-2513

In the event there is a dispute with regard to the extent and character of the work to be done, the determination of the County Project Manager as to the extent and character of the work to be done shall govern subject to the Contractor's right to appeal that decision as provided herein.

24. Non-Discrimination. The Contractor shall not discriminate against any person on the basis of race, creed, political ideology, color, national origin, sex, marital status, sexual orientation, age, or the presence of any sensory, mental or physical handicap.
25. Subcontractors. In the event that the Contractor employs the use of any subcontractors, the contract between the Contractor and the subcontractor shall provide that the subcontractor is bound by the terms of this Agreement between the County and the Contractor. The Contractor shall insure that in all subcontracts entered into, Clallam County is named as an express third-party beneficiary of such contracts with full rights as such.

26. No Third Party Beneficiaries. This agreement is intended for the benefit of only the County and Contractor. This agreement does not confer any benefits, rights, or privileges upon any third party.
27. Standard of Care. The Contractor shall perform its duties hereunder in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession as the Contractor currently practicing under similar circumstances. The Contractor shall, without additional compensation, correct those services not meeting such a standard.
28. Time is of the Essence. Time is of the essence in the performance of this contract unless a more specific time period is set forth in either the Special Terms and Conditions or Scope of Work.
29. Notice. Except as set forth elsewhere in the Agreement, for all purposes under this Agreement, except service of process, any notices shall be given by the Contractor to the County Project Manager. Notice to the Contractor for all purposes under this Agreement shall be given to the person executing the Agreement on behalf of the Contractor at the address identified on the signature page.
30. Severability. If any term or condition of this contract or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this contract are declared severable.
31. Precedence. In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:
  - (a) Applicable federal, state, and local statutes, ordinances, and regulations;
  - (b) Scope of Work (Attachment A) and Compensation (Attachment B);
  - (c) Special Terms and Conditions (Attachment D); and
  - (d) General Conditions (Attachment C).
32. Waiver. Waiver of any breach or condition of this contract shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this contract shall be held to be waived, modified, or deleted except by an instrument, in writing, signed by the parties hereto.
33. Attorney Fees. In the event that litigation must be brought to enforce the terms of this agreement, the prevailing party shall be entitled to be paid reasonable attorney fees.
34. Construction. This agreement has been mutually reviewed and negotiated by the parties and should be given a fair and reasonable interpretation and should not be construed less favorably against either party.
35. Survival. Without being exclusive, Paragraphs 4, 7, 13-19, 21-22 and 31-35 of these General Conditions shall survive any termination, expiration, or determination of invalidity of this Agreement in whole or in part. Any other Paragraphs of this Agreement which, by their sense and context, are intended to survive shall also survive.
36. Entire Agreement. This written contract represents the entire Agreement between the parties and supersedes any prior statements, discussions or understandings between the parties except as provided herein.

**SPECIAL TERMS AND CONDITIONS**

1. **Reporting.** The Contractor shall submit written progress reports to the County Project Manager as set forth below:

- ☒ With each request for payment.
- ☐ Monthly.
- ☐ Quarterly.
- ☐ Semi-annually.
- ☐ Annually.
- ☐ Project completion.
- ☐ Other (specify):

Progress reports shall include, at a minimum, the following:

Reports shall include any problems, delays or adverse conditions which will materially affect the Contractor's ability to meet project objectives or time schedules together with a statement of action taken or proposed to resolve the situation. Reports shall also include recommendations for changes to the Scope of Work, if any. Payments may be withheld if reports are not submitted.



2. **Insurance.** The Contractor shall maintain in full force and effect during the term of this Agreement, and until final acceptance of the work, public liability and property damage insurance with companies or through sources approved by the state insurance commissioner pursuant to RCW Title 48, as now or hereafter amended. The County, its appointed and elected officials, agents and employees, shall be specifically named as additional insureds in a policy with the same company which insures the Contractor or by endorsement to an existing policy or with a separate carrier approved pursuant to RCW Title 48, as now or hereafter amended, and the following coverages shall be provided:



**COMMERCIAL GENERAL LIABILITY:**

|                                |                            |
|--------------------------------|----------------------------|
| Bodily injury, including death | \$1,000,000 per occurrence |
|                                | \$2,000,000 aggregate      |
| Property damage                | \$ per occurrence          |
|                                | \$ aggregate               |



**ERRORS AND OMISSIONS or PROFESSIONAL LIABILITY with an Extended Reporting Period Endorsement (two year tail)**

\$1,000,000 per occurrence



**WORKERS COMPENSATION:**

Statutory amount

- ☐ AUTOMOBILE: coverage on owned, non-owned, rented and hired vehicles
- |                                           |    |                |
|-------------------------------------------|----|----------------|
| Bodily injury, liability, including death | \$ | per occurrence |
|                                           | \$ | aggregate      |
| Property damage liability                 | \$ | per occurrence |
|                                           | \$ | aggregate      |
- ☒ BUSINESS AUTOMOBILE LIABILITY: \$1,000,000 per occurrence

If the Errors and Omissions or Professional Liability insurance obtained is an occurrence policy as opposed to a claims-made policy, the Extended Reporting Period Endorsement is not required.

Any such policy of insurance the Contractor is required to obtain and maintain pursuant to this Agreement shall be primary over any third party liability coverage provided to Clallam County by and through its membership in the Washington Counties Risk Pool or WCRP. The third party liability coverage provided by the WCRP to Clallam County shall be non-contributory with respect to any policy of insurance the Contractor is required to obtain and maintain pursuant to this Agreement. The County shall have no obligation to report occurrences unless a claim or lawsuit is filed with it and the County has no obligation to pay any insurance premiums.

Evidence of primary insurance coverage shall be submitted to the County Project Manager within 20 days of the execution of the Agreement. The Agreement shall be void ab initio if the proof of coverage is not timely supplied.

If the proof of insurance or certificate of coverage indicating the County is an "additional insured" to a policy obtained by the Consultant in order to comply with this agreement refers to an endorsement (by number, abbreviation or name) but does not provide the full text of that endorsement, then it shall be the obligation of the Consultant to obtain the full text of that endorsement and forward that full text to the County within 30 days of the execution of this Agreement.

The coverage limits identified herein shall not limit the potential liability of the Contractor and the Contractor's duty to defend, indemnify, and hold harmless shall apply to any liability beyond the scope of insurance coverage.

- ☐ 3. Liquidated Damages. For delays in timely completion of the work to be done or missed milestones of the work in progress, the Contractor shall be assessed \_\_\_\_\_ Dollars (\$) per day as liquidated damages and not as a penalty because the County finds it impractical to calculate the actual cost of delays. Liquidated damages will not be assessed for any days for which an extension of time has been granted. No deduction or payment of liquidated damages will, in any degree, release the Contractor from further obligations and liabilities to complete the entire project.

- ☐ 4. Other (specify):.

The goal of this project is to provide value planning for the wastewater projects identified in the 2018 Clallam Bay / Sekiu General Sewer & Wastewater Facilities Plan (2018 Plan). Amendments to the 2018 Plan will be per WAC 173-240, and specifically WAC 173-240-50 and 173-240-060. Value Planning amendments to the 2018 Plan will be prepared as part of this project evaluating both the wastewater collection system and the wastewater treatment system, updating the Capital Improvements Program (CIP), and assisting with the analysis of sewer revenue and user rate planning. The project will also include stakeholder communication to effectively involve all parties with an interest or involvement in the proposed projects. This scope of work assumes that the majority of the 2018 Plan is accurate and still relevant.

**Task 1 - Project Management/Coordination/Meetings**

This task covers the effort necessary to organize, lead, communicate with and coordinate all team members, subconsultants, and County staff needed to accomplish the work. Significant tasks include:

1. Coordinate the work of team members for project roles, schedules, budgets, and production and quality assurance/quality control (QA/QC) of all final documents.
2. Prepare agendas, meeting notes for meetings with County staff.
3. Prepare monthly invoices and progress reports with schedule and budget status.

Milestones/deliverables include monthly billing statements and meeting minutes as necessary.

**Task 2 - Background Information / Existing Facilities Research**

Under this task we will review and verify all background information on the existing sewer system and treatment plant, as well as the 2018 Plan, to gain a complete understanding of the process and the infrastructure as well as the status of ongoing or recent projects. This includes review of record drawings, previous Sewer Plans, previous WWTP Facility Plans, maps, interviews with County staff and other relevant data to understand the existing collection system and WWTP, and their operations. Also included is an evaluation of boundaries, Sewer Service Areas, and Growth Management Implications.

The deliverable will be updates to the existing conditions sections of the 2018 Plan in the form of an amendment.

**Task 3 - Regulatory Requirements**

This task includes verification and identification of all federal, state, county, and local regulations that affect the planning and design of anticipated sewer system or wastewater treatment plant improvements. The task will also include a review of the current Department of Ecology NPDES permit and anticipated future permit regulations including the new Nutrient Removal requirements. An updated SEPA checklist and agency coordination for determination will be included in the plan as part of this task.

This task will also include a review of available funding options.

The deliverable will be a summary of regulatory requirements and funding options presented as an amendment to the 2018 Plan.

**Task 4 - Flows and Loadings Evaluation**

Work under this task will verify and update the flows and loadings sections of the 2018 Plan considering existing and projected flows and loadings in the collection system and wastewater treatment plant. Flow and load projections from the 2018 Plan will be updated based on this new analysis. This evaluation and projection of future flows and loadings will be used to review the existing and potentially new alternatives in terms of sizing and treatment effectiveness.

The deliverable will be an update to the flows and loadings and projection of future flows and loadings section of the 2018 Plan presented in an amendment.

**Task 5 - Treatment Plant Evaluation**

This task will verify and, as necessary, re-evaluate the existing treatment plant and its components with respect to capacity, performance, reliability, redundancy, and compatibility with future regulations and growth. Included in this evaluation will be in-person inspection and a verification of staffing, infiltration and inflow, receiving waters, and land requirements.

The deliverable will be updates to the 2018 Plan as necessary in the form of an amendment.

**Task 6 - Wastewater Collection System Evaluation**

This task includes verification of the 2018 Plan evaluation and, as necessary, re-evaluation of the sewer collection system. The evaluation will consider regulatory compliance, accommodation to growth projections, pumping systems, sewer outfall, and infiltration and inflow. Each component will be evaluated for performance, condition and capacity. No sewer collection system modelling, flow monitoring, or I&I investigations are included in this scope at this time.

The deliverable will consist up updates to the relevant sections of the 2018 Plan presented as an amendment.

**Task 7 - Alternatives Analysis**

This task effort will re-evaluate existing alternatives presented in the 2018 Plan and explore additional alternatives for both the collection system and treatment plant improvements. Work will include updating the design criteria and re-evaluating alternatives for treatment effectiveness, cost effectiveness, reliability, operations and maintenance, redundancy, site considerations, and capacity for current and future flows and loadings. The task will also include providing additional detail and prioritization of the CIP project lists presented in the 2018 Plan. Work under this task will provide updates to the 2018 Plan for all recommended improvements to the collection system and wastewater treatment plant. Based on the alternatives analysis, a final recommendation will be made for the selected alternative. The final recommendations will include the necessary sizing and design calculations, conceptual site layouts, and other miscellaneous information if new alternatives are selected.

This task will also include an addition to the 2018 Plan for planning of nutrient removal upgrade alternatives to prepare for future Total Inorganic Nitrogen limits anticipated as part of the DOE NPDES permit and Nutrient General Permit. Nutrient removal planning will be incorporated into existing and new wastewater treatment plant alternatives. The existing plant will be evaluated for its current effectiveness at nutrient removal and a nutrient testing program will be implemented.

As part of this task, research and discussion will be performed for cost-benefit opportunities such as shared service agreements and regional partnerships.

Milestones/deliverables include a review and workshop with County staff and other stakeholders as necessary, and updates to the wastewater treatment alternatives sections and CIP projects of the 2018 Plan in the form of an amendment.

**Water Reclamation and Reuse Evaluation**

No water reclamation or reuse evaluation will be performed as part of this task.

**Task 8 - Financial Analysis**

This task will verify and re-evaluate cost estimates presented for alternatives and CIP projects in the 2018 Plan. Cost estimates will also be presented for any new alternatives evaluated. This task will estimate and describe the anticipated construction, engineering, permitting, and operations costs. Estimates will be evaluated for each treatment alternative in present worth dollars and over a 20-year life cycle cost.

The task also includes a review of sewer rate structure and revenue planning. We will prepare a sewer budget template including (1) existing operations costs as presented in the 2018 plan and as modified by County input, (2) projected CIP costs, (3) projected debt payments, (4) regular revenues, and (5) connection fees. We will evaluate cost of service and cost of “buying” a service connection. The template will allow for sensitivity analyses for setting rate increases over time, dependent on debt payments.

The deliverable will consist of updates to the 2018 Plan cost estimates plus the addition of any new estimates of new proposed alternatives and a budget template, presented as an amendment.

**Task 9 - Stakeholder Engagement**

This task includes stakeholder communication to effectively involve all parties with an interest or involvement in the proposed projects. This task includes communication, including presentations as appropriate, with elected officials and relevant non-Public Works County staff, the Clallam Bay Corrections Center, Department of Ecology, the Sewer Advisory Committee, and staff (operators & engineers). The task also includes presenting to and keeping the community rate payers informed on potential projects and costs. As part of this task a simple website will be maintained to update stakeholders on the status of projects.

This task assumes the following meetings and presentations:

- Virtual attendance (via Zoom, Bluejeans, or similar) at approximately Ten (10) County Council or Sewer Advisory Committee meetings.
- Two (2) virtual presentations as necessary to County Council, Sewer Advisory Committee, or town hall meetings.
- Two (2) in-person presentations as necessary to County Council, Sewer Advisory Committee, or town hall meetings.

This task includes planning level engagement with the Department of Corrections in pursuit of a joint facility. An extensive engagement effort is not included at this time, but can be added if a joint partnership seems viable.

The website prepared and hosted for this project as a subdomain to the [www.wilsonengineering.com](http://www.wilsonengineering.com) website, e.g., [www.wilsonengineering.com/clallambaysekiusewer/](http://www.wilsonengineering.com/clallambaysekiusewer/)

**Task 10 - Miscellaneous Tasks**

The following miscellaneous tasks will be included in the amendment to the 2018 Plan:

1. Map and Exhibit Preparation
2. SEPA Checklist Update

## SCOPE OF WORK – CLALLAM COUNTY: CLALLAM BAY / SEKIU VALUE PLANNING

---

### Approximate Project Schedule

| TASK                                                             | COMPLETION                    |
|------------------------------------------------------------------|-------------------------------|
| Notice to Proceed                                                | Monday, April 26, 2021        |
| Gather and review background information                         | Monday, May 17, 2021          |
| Review planning info, update planning period and projections     | Monday, May 31, 2021          |
| Evaluate plant and alternatives and nutrient removal options     | Wednesday, June 30, 2021      |
| Prepare draft amendment and present to Clallam County            | Friday, July 23, 2021         |
| Address Clallam County Comments                                  | Friday, August 06, 2021       |
| Review from Clallam County & Submit amendment to DOE             | Tuesday, August 10, 2021      |
| Address DOE Comments (assuming 17 days, but up to 60 days)       | Friday, August 27, 2021       |
| Final review from Clallam County & Submit final amendment to DOE | Wednesday, September 01, 2021 |

### ENGINEERING COSTS

| TASK                                             | COST            |
|--------------------------------------------------|-----------------|
| Task 1 – Project Management                      | \$5,000         |
| Task 2 – Background Information                  | \$9,000         |
| Task 3 – Regulatory Requirements                 | \$4,000         |
| Task 4 – Flows and Loadings Evaluation           | \$5,000         |
| Task 5 – Treatment Plant Evaluation              | \$12,000        |
| Task 6 – Wastewater Collection System Evaluation | \$9,000         |
| Task 7 – Alternatives Analysis                   | \$17,000        |
| Task 8 – Financial Analysis                      | \$9,000         |
| Task 9 – Stakeholder Engagement                  | \$7,000         |
| Task 10 – Miscellaneous Tasks                    | \$2,500         |
| <b>Total Cost</b>                                | <b>\$79,500</b> |

**Billing rates for work performed January 1 - December 31, 2021:**

|                                      |       |
|--------------------------------------|-------|
| Principal Engineer                   | \$174 |
| Senior Engineer                      | \$168 |
| Engineer IV                          | \$158 |
| Engineer III                         | \$145 |
| Engineer II                          | \$135 |
| Engineer I                           | \$124 |
| Environmental / Permit Technician    | \$92  |
| Senior CAD Design Technician         | \$110 |
| CAD Design Technician                | \$92  |
| Inspector                            | \$97  |
| Clerical                             | \$78  |
| Senior Professional Land Surveyor    | \$168 |
| Hydrographer                         | \$180 |
| Professional Land Surveyor           | \$160 |
| Senior Survey Technician             | \$122 |
| Survey Technician                    | \$97  |
| 1-Person Survey Crew                 | \$145 |
| 2-Person Survey Crew                 | \$215 |
| 3-Person Survey Crew                 | \$270 |
| 3-D Scanning Survey Crew             | \$280 |
| Hydrographic Survey Crew             | \$320 |
| 1-Person Survey Crew Prevailing Wage | \$170 |
| 2-Person Survey Crew Prevailing Wage | \$265 |
| 3-Person Survey Crew Prevailing Wage | \$350 |

Sub-consultants – reimbursed at cost plus 8%

Reimbursable direct expenses – reimbursed at cost plus 8% - include (but are not limited to) the following:

Project application fees and project permit fees

Publication of notices

Reproduction of drawings and construction documents

Postage and shipping

Direct expenses for travel, meals and lodging outside of Whatcom and Skagit Counties

Mileage at project-current IRS mileage rate

Specialized Equipment Rental, at rental rate



## BUSINESS LICENSE

Limited Liability Company

WILSON ENGINEERING, L.L.C.  
805 DUPONT ST STE 7  
BELLINGHAM, WA 98225-3128

UNEMPLOYMENT INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE

Issue Date: Mar 19, 2021  
Unified Business ID #: 602028073  
Business ID #: 001  
Location: 0001  
Expires: Apr 30, 2022

INDUSTRIAL INSURANCE - ACTIVE

### CITY ENDORSEMENTS:

BELLINGHAM GENERAL BUSINESS #025356 - ACTIVE  
BLAINE GENERAL BUSINESS - NON-RESIDENT - ACTIVE  
SEDRO WOOLLEY GENERAL BUSINESS - NON-RESIDENT - ACTIVE  
FRIDAY HARBOR GENERAL BUSINESS - NON-RESIDENT #102959 - ACTIVE  
MOSES LAKE GENERAL BUSINESS - NON-RESIDENT #BUS2013-09169 - ACTIVE  
FERNDALE GENERAL BUSINESS - NON-RESIDENT #65374 - ACTIVE

### LICENSING RESTRICTIONS:

Not licensed to hire minors without a Minor Work Permit.

### REGISTERED TRADE NAMES:

WILSON ENGINEERING

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 602028073 001 0001

STATE OF WASHINGTON

Expires: Apr 30, 2022

WILSON ENGINEERING, L.L.C.  
805 DUPONT ST STE 7  
BELLINGHAM, WA 98225-3128

UNEMPLOYMENT INSURANCE -  
ACTIVE  
INDUSTRIAL INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE  
BELLINGHAM GENERAL BUSINESS  
#025356 - ACTIVE  
BLAINE GENERAL BUSINESS -  
NON-RESIDENT - ACTIVE  
SEDRO WOOLLEY GENERAL  
BUSINESS - NON-RESIDENT -  
ACTIVE  
FRIDAY HARBOR GENERAL  
BUSINESS - NON-RESIDENT #102959  
- ACTIVE  
MOSES LAKE GENERAL BUSINESS -

Director, Department of Revenue



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/11/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|                                                                                               |                                                                                                                                                             |                                              |
|-----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| <b>PRODUCER</b><br>Hall & Company<br>19660 10th Ave NE<br>Poulsbo WA 98370                    | <b>CONTACT</b><br>NAME: Jim Ledbetter<br>PHONE (A/C, No, Ext): 360-626-2019<br>FAX (A/C, No): 360-598-3703<br>E-MAIL ADDRESS: jledbetter@hallandcompany.com |                                              |
|                                                                                               | <b>INSURER(S) AFFORDING COVERAGE</b>                                                                                                                        |                                              |
| <b>INSURED</b><br>Wilson Engineering LLC<br>805 Dupont Street, Suite 7<br>Bellingham WA 98225 | 1506                                                                                                                                                        | <b>INSURER A:</b> Argonaut Insurance Company |
|                                                                                               |                                                                                                                                                             | <b>INSURER B:</b>                            |
|                                                                                               |                                                                                                                                                             | <b>INSURER C:</b>                            |
|                                                                                               |                                                                                                                                                             | <b>INSURER D:</b>                            |
|                                                                                               |                                                                                                                                                             | <b>INSURER E:</b>                            |
|                                                                                               |                                                                                                                                                             | <b>INSURER F:</b>                            |

**COVERAGES**

CERTIFICATE NUMBER: 1924893141

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                | ADDL INSD | SUBR WVD | POLICY NUMBER  | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                   |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|----------------|-------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: |           |          |                |                         |                         | EACH OCCURRENCE \$<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$<br>MED EXP (Any one person) \$<br>PERSONAL & ADV INJURY \$<br>GENERAL AGGREGATE \$<br>PRODUCTS - COMP/OP AGG \$<br>\$ |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY<br><input type="checkbox"/> HIRED AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS ONLY          |           |          |                |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                    |
|          | <b>UMBRELLA LIAB</b><br><b>EXCESS LIAB</b><br><input type="checkbox"/> OCCUR<br><input type="checkbox"/> CLAIMS-MADE<br>DED RETENTION \$                                                                                                                         |           |          |                |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$                                                                                                                                                 |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below<br>Y/N <input type="checkbox"/> N/A                                |           |          |                |                         |                         | PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                          |
| A        | Professional Liab/Claims Made                                                                                                                                                                                                                                    |           |          | 121AE000418801 | 6/1/2020                | 6/1/2021                | Per Claim Aggregate \$2,000,000<br>\$4,000,000                                                                                                                                           |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Proof of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Matthew L. Copus*



## AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

2C  
4/27/21

**Department:** Health and Human Services

**WORK SESSION** ☒ **Meeting Date:** April 26, 2021

**REGULAR AGENDA** ☒ **Meeting Date:** April 27, 2021

**Required originals approved and attached?** ☒

**Will be provided on:**

**Item summary:**

- |                                           |                                                                                                        |                                      |
|-------------------------------------------|--------------------------------------------------------------------------------------------------------|--------------------------------------|
| <input type="checkbox"/> Call for Hearing | <input checked="" type="checkbox"/> Contract/Agreement/MOU - Contract # 11301-18-CONCON, Amendment #20 |                                      |
| <input type="checkbox"/> Resolution       | <input type="checkbox"/> Proclamation                                                                  | <input type="checkbox"/> Budget Item |
| <input type="checkbox"/> Draft Ordinance  | <input type="checkbox"/> Final Ordinance                                                               | <input type="checkbox"/> Other       |

Documents exempt from public disclosure attached: ☐

**Executive summary:**

Attached is Consolidated Contract Amendment #20 between Department of Health and Clallam County Health and Human Services, which adds funding to the HHS 2021 budget for the following:

- Covid-19 Coordinated Response in the amount of \$1,486,617, to supplement existing funds for LHJ to carry out case investigation and contact tracing, mitigation, community engagement, isolation and quarantine, and other public health preparedness and response activities for Covid-19 disease outbreak (as part of this amendment, FEMA reimbursement eligibility at 100% for mass vaccination clinics);
- Drinking Water Group A in the amount of \$6,600, to provide sanitary survey and technical assistance;

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☒

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)

Approve and move to regular BOCC meeting for final signature.

\* Work Session Meeting - Submit 1 single sided/not stapled copy 11301-18-CONCON, Amendment #20 Agenda Item Summary 4-27-21  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019

**County Official signature & print name:** 

**Name of Employee/Stakeholder attending meeting:** Kevin LoPiccolo

**Relevant Departments:** Health and Human Services

**Date submitted:** April 21, 2021

---

\* Work Session Meeting - Submit 1 single sided/not stapled copy 11301-18-CONCON, Amendment #20 Agenda Item Summary 4-27-21  
\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019

11301-18 con con #20  
CLALLAM COUNTY HEALTH & HUMAN SERVICES  
2018 – 2021 CONSOLIDATED CONTRACT

CONTRACT NUMBER: CLH18239

AMENDMENT NUMBER: 20

PURPOSE OF CHANGE: To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as "DOH", and CLALLAM COUNTY HEALTH & HUMAN SERVICES, a Local Health Jurisdiction, hereinafter referred to as "LHJ", pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, attached and incorporated by this reference, are amended as follows:

☐ Adds Statements of Work for the following programs:

☒ Amends Statements of Work for the following programs:

- COVID-19 Coordinated Response - Effective July 1, 2020
- Division of Emergency Preparedness & Response COVID-19 - Effective January 20, 2020
- Office of Drinking Water Group A Program - Effective January 1, 2018

☐ Deletes Statements of Work for the following programs:

2. Exhibit B-20 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-19 Allocations as follows:

☒ Increase of \$1,493,217 for a revised maximum consideration of \$7,273,948.

☐ Decrease of \_\_\_\_\_ for a revised maximum consideration of \_\_\_\_\_.

☐ No change in the maximum consideration of \_\_\_\_\_.  
Exhibit B Allocations are attached only for informational purposes.

3. Exhibit C-19 Schedule of Federal Awards, attached and incorporated by this reference, amends and replaces Exhibit C-18.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

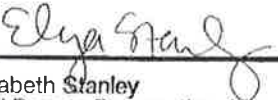
CLALLAM COUNTY BOARD OF COUNTY  
COMMISSIONERS

STATE OF WASHINGTON  
DEPARTMENT OF HEALTH

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Approved as to form only by:

  
Elizabeth Stanley  
Civil Deputy Prosecuting Attorney  
Clallam County

APPROVED AS TO FORM ONLY  
Assistant Attorney General

**2018-2021 CONSOLIDATED CONTRACT  
EXHIBIT A  
STATEMENTS OF WORK  
TABLE OF CONTENTS**

|                                                                                                                            |    |
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| <b>DOH Program Name or Title:</b> Division of Emergency Preparedness & Response-COVID-19 - Effective January 20, 2020..... | 16 |
| <b>DOH Program Name or Title:</b> Office of Drinking Water Group A Program - Effective January 1, 2018 .....               | 26 |

**Exhibit A**  
**Statement of Work**  
**Contract Term: 2018-2021**

**DOH Program Name or Title:** COVID-19 Coordinated Response -  
Effective July 1, 2020

**Local Health Jurisdiction Name:** Clallam County Health & Human Services

**Contract Number:** CLH18239

**SOW Type:** Revision      **Revision # (for this SOW)** 2

**Period of Performance:** July 1, 2020 through December 31, 2021

|                                                                                                                                                                                                               |                                                                                                                                                                    |                                                                                                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>Funding Source</b><br><input checked="" type="checkbox"/> Federal Subrecipient<br><input type="checkbox"/> State <input type="checkbox"/> Other<br><input checked="" type="checkbox"/> Federal *Contractor | <b>Federal Compliance (check if applicable)</b><br><input checked="" type="checkbox"/> FFATA (Transparency Act)<br><input type="checkbox"/> Research & Development | <b>Type of Payment</b><br><input checked="" type="checkbox"/> Reimbursement<br><input type="checkbox"/> Fixed Price |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|

**Statement of Work Purpose:** The purpose of this statement of work is to provide supplemental funding for the LHJ to ensure adequate culturally and linguistically responsive testing, investigation and contact tracing resources to limit the spread of COVID-19

NOTE: Pending execution of a new consolidated contract term or an extension to the 2018-2021 consolidated contracts which currently end December 31, 2021, DOH plans to continue the task activities and funding as noted in the task(s) below in a new or revised statement of work effective January 1, 2022.

**Revision Purpose:** The purpose of this revision is to extend the period of performance from June 30, 2021 to December 31, 2021; add funding and extend end date for Task 3 FFY21 COVID19 VACCINE SERVICES-CARES through December 31, 2021; add FFY20 ELC EDE LHJ ALLOCATION and FFY19 ELC COVID ED LHJ ALLOCATION funding and revise language for Tasks 1 and 2; add Task 4 and funding information for MASS VACCINATION FEMA 100% and add Program Specific Requirements and DOH program and fiscal contact information.

| Chart of Accounts Program Name or Title | CFDA # | BARS Revenue Code | Master Index Code | Funding (LHJ Use Only) Start Date | Period (LHJ Use Only) End Date | Current Consideration | Change Increase (+) | Total Consideration |
|-----------------------------------------|--------|-------------------|-------------------|-----------------------------------|--------------------------------|-----------------------|---------------------|---------------------|
| BITV-COVID ED LHJ ALLOCATION-CARES      | 21.019 | 333.21.01         | 1897129V          | 07/01/20                          | 12/30/21                       | 411,368               | 0                   | 411,368             |
| FEMA-75 COVID LHJ ALLOCATION            | 97.036 | 333.97.03         | 1897129W          | 07/01/20                          | 12/30/20                       | 0                     | 0                   | 0                   |
| FFY21 COVID19 VACCINE SERVICES-CARES    | 93.268 | 333.96.26         | 74310209          | 07/01/20                          | 12/31/21                       | 14,582                | 354,803             | 369,385             |
| FFY20 ELC EDE LHJ ALLOCATION            | 93.323 | 333.93.32         | 1987120D          | 01/15/21                          | 12/30/21                       | 0                     | 782,083             | 782,083             |
| FFY19 ELC COVID ED LHJ ALLOCATION       | 93.323 | 333.93.32         | 1987129G          | 01/01/21                          | 12/31/21                       | 0                     | 349,731             | 349,731             |
| *MASS VACCINATION FEMA 100%             | 97.036 | 333.97.03         | 934V0200          | 01/21/21                          | 04/20/21                       | 0                     | 0                   | 0                   |
| <b>TOTALS</b>                           |        |                   |                   |                                   |                                | <b>425,950</b>        | <b>1,486,617</b>    | <b>1,912,567</b>    |

| Task Number | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                      | *May Support PHAB Standards/Measures | Deliverables/Outcomes | Due Date/Time Frame | Payment Information and/or Amount |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|-----------------------|---------------------|-----------------------------------|
|             | Participate in public health emergency preparedness and response activities for COVID-19. This may include surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications and or other preparedness and response activities for COVID-19.<br><br>Examples of key activities include: <ul style="list-style-type: none"> <li>• Incident management for the response</li> <li>• Testing</li> <li>• Case Investigation/Contact Tracing</li> </ul> |                                      |                       |                     |                                   |

| Task Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                                                                                  | Due Date/Time Frame                                                                                               | Payment Information and/or Amount                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Sustainable isolation and quarantine</li> <li>Care coordination</li> <li>Surge management</li> <li>Data reporting</li> </ul> <p>Previous funding provided by DOH for COVID response (federal Crisis Cooperative Agreement funding, state Disaster Recovery Account funding) must be fully utilized before these funds can be accessed. The total state funding consideration is for the period of December 31, 2020 through June 30, 2021.</p> <p>NOTE: The purpose of <b>this</b> agreement is to supplement existing funds for local health jurisdictions to carry out surveillance, epidemiology, case investigations &amp; contact tracing, <b>laboratory capacity</b>, infection control, <b>mitigation</b>, communications, <b>community engagement</b>, and other <b>public health preparedness and response</b> activities for COVID-19.</p> <p><b>DCHS COVID-19 Response - Tasks 1 and 2</b></p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                      |                                                                                                                                        |                                                                                                                   |                                                                                                                                                            |
| 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p>Establish a budget plan and narrative to be submitted to the Department of Health (DOH) Contract Manager. DOH will send the "Budget narrative Template", "Budget Guidance" and any other applicable documents that may be identified.</p> <p><b>DOH does recognize the public health response goes beyond December <del>2020</del> 2021 and authorizes local health jurisdictions the ability to maximize funding streams available to them by using short term funding first to have longer term funding available to continue to support the local health jurisdiction response activities beyond December <del>2020</del> 2021 as applicable.</b></p>                                                                                                               |                                      | Submit the budget plan and narrative using the template provided.                                                                      | Within 30 days of receiving any new award for DCHS COVID-19 Response tasks.                                       | <p>Reimbursement of actual costs incurred, not to exceed \$1,240,866 total.</p> <p>\$411,368 BITV-COVID ED LHJ ALLOCATION-CARES Funding (MI 1897129V)</p>  |
| 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p>1) LHJ Active monitoring activities. In partnership with WA DOH and neighboring Tribes, the LHJ must ensure adequate culturally and linguistically responsive testing, investigation and contact tracing resources to limit the spread disease. LHJs must conduct the following activities in accordance with the guidance to be provided by DOH.</p> <p>a. Allocate enough funding to ensure the following Contact Tracing and Case Investigation Support: <i>Hire a minimum of 1.0 data entry FTE to assure system requirements for task 2.1.a.</i></p> <p>i. Contact tracing</p> <p>1. Strive to maintain the capacity to surge a minimum of five (5) contact tracers for every 100,000 people in the jurisdiction, as needed, based on disease rates. DOH Have</p> |                                      | <p>Data collected and reported into DOH systems daily.</p> <p>Enter all contact tracing data in CREST following guidance from-DOH.</p> | <p>Enter performance metrics daily into DOH identified systems</p> <p>Quarterly performance reporting updates</p> | <p><i>\$782,083 FFY20 ELC EDE LHJ ALLOCATION Funding (MI 1897120D)</i></p> <p><i>\$349,731 FFY19 ELC COVID ED LHJ ALLOCATION Funding (MI 1897129G)</i></p> |

| Task Number | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                  | Due Date/Time Frame | Payment Information and/or Amount |
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|             | <p>staff that reflect the demographic makeup of the jurisdiction and who can provide culturally and linguistically competent and responsive services. In addition, or alternatively, enter into an agreement(s) with Tribal, community-based and/or culturally-specific organizations to provide such services. DOH centralized investigations will count towards this minimum.</p> <ol style="list-style-type: none"> <li>2. Ensure all contact tracing staff are trained in accordance with DOH investigative guidelines and data entry protocols.</li> <li>3. <i>Coordinate with Tribal partners in conducting contact tracing for Tribal members.</i></li> <li>4. <del>Follow up with 90% of contacts within two (2) days of positive lab reporting. This can be modified and adapted based on caseloads and current case investigation and contact tracing prioritization recommendations.</del></li> <li>5. <i>Ensure contact tracing and case investigations activities meet DOH case and Contact Tracing Metrics. (Metrics to be determined collaboratively by DOH, LIJs and Tribes.) Work with DOH to develop a corrective action plan if unable to meet metrics. Strive to achieve DOH Case and Contact Tracing Metrics.</i><br/> <a href="https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/data-tables/COVID19-CaseInvestigationContractTracingReport.pdf">https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/data-tables/COVID19-CaseInvestigationContractTracingReport.pdf</a></li> <li>6. Perform daily monitoring for symptoms during quarantine period of contacts</li> </ol> <p>ii. Case investigation</p> <ol style="list-style-type: none"> <li>1. Strive to maintain the capacity to surge a minimum of five (5) case investigators and contact tracers for every 100,000 people in the jurisdiction, as needed, based on disease rates. DOH centralized</li> </ol> |                                      | Enter all case investigation data in WDRS-following guidance from-DOH. |                     |                                   |

| Task Number | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                                                                                                                           | Due Date/Time Frame | Payment Information and/or Amount |
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|             | <p>investigation will count toward this minimum.</p> <p>2. Enter all case investigation and outbreak data in WDRS following DOH guidance.</p> <p>a) Strive to enter all case investigation and outbreak data into <i>CREST</i> as directed by DOH.</p> <p>b) Ensure all staff designated to utilize WDRS have access and are trained in the system.</p> <p>c) Include if new positive cases are tied to a known existing positive case or indicate community spread.</p> <p>d) Conduct case investigation and monitor outbreaks.</p> <p>e) <i>Coordinate with Tribal partners in conducting case investigations for tribal members.</i></p> <p><i>Strive to achieve DOH Case and Contact Tracing Metrics.</i></p> <p><u><a href="https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/data-tables/COVID19-CaseInvestigationContractTracingReport.pdf">https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/data-tables/COVID19-CaseInvestigationContractTracingReport.pdf</a></u></p> <p>3. <i>Ensure contact tracing and case investigation activities meet DOH Case and Contact Tracing Metrics. (Metrics to be determined collaboratively by DOH, LHJs, and Tribes.) Work with DOH to develop a corrective action plan if unable to meet metrics.</i></p> <p>b. Testing</p> <p>i. Work with partners <i>and Tribes</i> to ensure testing is available to every person within the jurisdiction meeting current DOH criteria for testing and other local testing needs.</p> <p>ii. Work with partners <i>and Tribes</i> to ensure testing is provided in a culturally and linguistically responsive manner with an emphasis on making testing available to disproportionately impacted communities and as a part of the jurisdiction's contact tracing strategy.</p> |                                      | <p>Maintain a current list of entities providing COVID-19 testing and at what volume. Provide reports to DOH Contract manager on testing locations and volume as requested.</p> |                     |                                   |

| Task Number | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                                                                                                                                                                                                                                                                | Due Date/Time Frame | Payment Information and/or Amount |
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|             | <p>iii. Maintain a current list of entities providing COVID-19 testing and at what volume. Provide reports to DOH on testing locations and volume as requested.</p> <p>c. Surveillance <i>FTE support at a minimum of .5 FTE Epidemiologist to support daily reporting needs below.</i></p> <p>i. Ensure all COVID positive lab test results <i>from LHH</i> are entered in to WDRS by 1) entering data directly in to WDRS, 2) sending test results to DOH to enter, or 3) working with DOH and entities conducting tests to implement an electronic method for test result submission.</p> <p>ii. Maintain records of all COVID negative lab test results <i>from the LHH</i> and enter into WDRS when resources permit or send test results to DOH.</p> <p>iii. <i>Collaborate with Tribes to ensure Tribal entities with appropriate public health authority have read/write access to WDRS and CREST to ensure that all COVID lab results from their jurisdictions are entered in WDRS or shared with the LHH or DOH for entry.</i></p> <p>d. Tribal Support. Ensure alignment of contact tracing and support for patients and family by coordinating with local tribes if a patient identified as American Indian/Alaska Native and/or a member of a WA tribe. <i>if patient providers permission to notify tribes.</i></p> <p>e. Support Infection Prevention and control for high-risk populations</p> <p>i. Migrant and seasonal farmworker support. Partner with farmers, agriculture sector and farmworker service organizations to develop and execute plans for testing, quarantine and isolation, and social service needs for migrant and seasonal farmworkers.</p> <p>ii. Congregate care facilities: In collaboration with the state licensing agency (DSHS), support infection prevention assessments, testing. Infection control and isolation and</p> |                                      | <p>Quarterly performance updates related to culturally and linguistic competency and responsiveness, tribal support, infection prevention and control for high-risk populations, community education and regional active monitoring activities. Performance update should include status of all projects listed.</p> |                     |                                   |

| Task Number | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | *May Support PHAB Standards/Measures | Deliverables/Outcomes | Due Date/Time Frame | Payment Information and/or Amount |
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|             | <p>quarantine protocols in congregate care facilities.</p> <p>iii. High risk businesses or community-based operations. In collaboration with state licensing agencies and Labor and Industries, partner with food processing and manufacturing businesses to ensure adequate practices to prevent COVID-19 exposure, conduct testing and respond to outbreaks.</p> <p>iv. Healthcare: Support infection prevention and control assessments, testing, cohorting, and isolation procedures. Provide educational resources to a variety of healthcare setting types (e.g., nursing homes, hospitals, dental, dialysis).</p> <p>v. Non-healthcare settings that house vulnerable populations: In collaboration with state corrections agency (DOC) and other state partners, support testing, infection control, isolation and quarantine and social services and wraparound supports for individuals living or temporarily residing in congregate living settings, including detention centers, prisons, jails, transition housing, homeless shelters, and other vulnerable populations.</p> <p>vi. Schools: In collaboration with OSPI and local health jurisdictions, support infection prevention and control and outbreak response in K-12 and university school settings.</p> <p>f. <i>Ensure adequate resources are directed towards h28 housing facilities within communities, fishing industries and long-term care facilities to prevent and control disease transmission. Funds can be used to hire support staff, provide incentives or facility-based funding for onsite infection prevention efforts, etc.</i></p> <p>g. Community education. Work with Tribes and partners to provide culturally and linguistically community outreach and education related to COVID-19.</p> |                                      |                       |                     |                                   |

| Task Number | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                                                                                                                                                                                                | Due Date/Time Frame | Payment Information and/or Amount |
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|             | <p>h. Establish sustainable isolation and quarantine measures.</p> <ul style="list-style-type: none"> <li>i. Have at least one (1) location identified and confirmed through contract/formal agreement that can support isolation and quarantine adequate to the population for your jurisdiction with the ability to expand; alternatively, establish with an adjacent jurisdiction a formal agreement to provide the isolation and quarantine capacity adequate to the population for your jurisdiction with the ability to expand.</li> <li>ii. Conduct at least one (1) exercise per year with the identified isolation and quarantine site to include a minimum of: confirmation of wrap around services (food service/delivery, laundry service, water/septic, garbage, ambulance service, cleaning/sanitation), facility intake and discharge procedures, transport procedures, and staffing.</li> <li>iii. Planning must incorporate transfer or receipt of isolation and quarantine patients to from adjacent jurisdictions or state facilities in the event of localized increased need.</li> <li>iv. Planning must incorporate triggers and coordination to request state isolation and quarantine support either through mobile teams or the state facility to include site identification and access), facility intake and discharge procedures, transport procedures, and staffing.</li> <li>v. Planning must incorporate transfer or receipt of isolation and quarantine patients to from adjacent jurisdictions or state facilities in the event of localized increased need.</li> <li>vi. Planning must incorporate triggers and coordination to request state isolation and quarantine support either through mobile teams or the state facility to include site identification and access</li> </ul> |                                      | <p>Quarterly performance updates to include name, address and capacity of identified location that can support isolation and quarantine, date of exercise to be conducted and confirmation of appropriate planning and coordination as required.</p> |                     |                                   |

| Task Number                                                                                                                                                                  | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                                                                                               | Due Date/Time Frame                     | Payment Information and/or Amount                                                                                                                             |
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| <b>COVID-19 Vaccine Services - Task 3 – will be extended through June 30, 2022 in new contract term effective January 1, 2022. Any unspent funds may be carried forward.</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                      |                                                                                                                                                     |                                         |                                                                                                                                                               |
| 3.A                                                                                                                                                                          | Identify activity/activities to support COVID vaccine response in your community, using the examples below as a guideline.<br><b>Example 1:</b> Develop and implement communication strategies with health care providers, community, and/or other partners to help build vaccine confidence broadly and among groups anticipated to receive early vaccination, as well as dispel vaccine misinformation. Document and provide a plan that shows the communication strategies used with health care providers and other partners and the locally identified population anticipated to reach.<br><br><b>Example 2:</b> Engage in other vaccination planning activities such as partnership development, provider education, vaccination point of dispensing (POD) planning, tabletop exercises, engagement with communities, leaders, non-traditional provider, or vulnerable populations to develop strategies to ensure equitable access to vaccination services |                                      | Summary of the engagement strategies to be used with health care providers and other partners, and the locally identified population to be reached. | January 31, <del>2021</del><br>Annually | Reimbursement of actual costs incurred, not to exceed:<br><br>\$ <del>14,582</del> \$369,385<br>FFY21 COVID19 VACCINE SERVICES-CARES Funding<br>(MI 74310209) |
| 3.B                                                                                                                                                                          | Implement the communication strategies or other activities, working with health care providers and other partners to reach the locally identified population, support providers in vaccination plans, and support equitable access to vaccination services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                      | Mid-term written report describing activity/activities and progress made to-date and strategies used (template to be provided)                      | March 31, <del>2021</del><br>Annually   |                                                                                                                                                               |
| 3.C                                                                                                                                                                          | Catalog activities and conduct an evaluation of the strategies used                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                      | Final written report, showing the strategies used and the final progress of the reach (template to be provided)                                     | June 30, <del>2021</del> Annually       |                                                                                                                                                               |

| Task Number                                                                      | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                                                                                                                                                                                                                                                                                          | Due Date/Time Frame                             | Payment Information and/or Amount                                                                                                                                      |
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| <i>Regional Incident Management Team (IMT) Mass Vaccination Clinics – Task 4</i> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                      |                                                                                                                                                                                                                                                                                                                                                |                                                 |                                                                                                                                                                        |
|                                                                                  | <p><b>*NOTE:</b> Task 4 activities for Mass Vaccination Clinics in this statement of work are <b>NOT CONSIDERED SUBRECIPIENT</b> but are as a <b>CONTRACTOR</b> of DOH.</p> <p>DOH reimbursement provided for local mass vaccination clinic (see definition below) planning, implementation and operations in coordination between Unified Command and the Regional IMT to administer the vaccine as efficiently, quickly, equitably, and safely in all regions of Washington State. State Supported, Regionally Coordinated, Locally Implemented.</p> <p><b>Definition:</b> Mass vaccination clinics defined as those outside of the usual healthcare delivery, method such as pop-up clinics, mobile clinics, non-clinical facility (fairgrounds, arenas, etc.).</p> <p>Leaders Intent about this work from DOH is included as an attachment.</p> <p>Guidance on vaccination protocols must be followed as provided by DOH and CDC.</p> |                                      |                                                                                                                                                                                                                                                                                                                                                |                                                 | <p>*Reimbursement of eligible costs.</p> <p>MASS VACCINATION FEMA 100% Funding (MI 934V0200) (See Program Specific Requirements for Mass Vaccination Task 4 below)</p> |
| 4.A                                                                              | <p>Local health jurisdiction (LHJ) will coordinate planning and implementation of mass vaccination clinics/sites provided within the county(s) with a regional incident management team/organization as approved by DOH.</p> <p>Request for regional IMT should be submitted through the normal process through WebEOC.</p> <p>Local health jurisdiction is the coordinating agency for the mass vaccination plan within the county.</p> <p>Regional IMT will be under the delegation authority of DOH and they are to provide support and coordination for all efforts around vaccine planning, resource support and general guidance and information sharing in order to regionally coordinate efforts. Local jurisdictions will maintain all decisional authority around vaccination planning and execution within their jurisdiction/district.</p>                                                                                    |                                      | <p>Submit to DOH a mass vaccination plan including:</p> <ul style="list-style-type: none"> <li>• type of site,</li> <li>• site locations,</li> <li>• throughput,</li> <li>• considerations made to ensure equity to historically marginalized populations,</li> <li>• and to the extent possible a regional map of sites/locations.</li> </ul> | Within 30 days of contract amendment execution. |                                                                                                                                                                        |

| Task Number | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                                                                                                                                                                                                                                                           | Due Date/Time Frame                                                                 | Payment Information and/or Amount |
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|             | <i>Provide any information as requested by the regional IMT.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                      |                                                                                                                                                                                                                                                                                                                 |                                                                                     |                                   |
| 4.B         | <p><i>Funding for eligible Mass Vaccination activities are reimbursed on actual costs as outlined in the DOH guidance to provide the services and to carry out the mission. Funding will be dependent on full participation in the LHJ and IMT processes and all documentation will be required to be provided to fully close out funding requests by the end of the mission period of performance.</i></p> <p><i>Allowable costs include expenses such as facility rentals, staff to conduct planning, management, support and operation of the site, medical personnel for vaccinations, site security personnel, wrap around services for staff (meals, travel, lodging), equipment (which must be pre-approved by IMT/DOH if it exceeds \$5,000 each), supplies for vaccinations and site operation. LLIJs should provide narratives to help assist IMT and DOH finance know what expenditures were necessary to carry out the mission.</i></p> |                                      | <p><i>Submit estimated budget for the mass vaccination plan.</i></p> <p><i>Monthly Cost Summary Spreadsheet to the IMT/IMO by the fifth of the following month.</i></p>                                                                                                                                         | <p><i>Within 30 days of contract amendment execution.</i></p> <p><i>Monthly</i></p> |                                   |
| 4.C         | <p><i>Vaccination data – will be maintained according to current state and federal requirements.</i></p> <p><i>Vaccine Registration Systems – If a local jurisdiction or region does not have a registration system(s) the include internet based, phone option and other methods to ensure equitable registration, the state PrepMod system and tools will be available for use.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                      | <p><i>Submission of vaccine use into WA IIS database within 24hrs of use.</i></p> <p><i>Jurisdiction/Regions will ensure a fair and equitable process for registration of eligible Washingtonians across all available modalities.</i></p>                                                                      | <i>Daily</i>                                                                        |                                   |
| 4.D         | <i>Regularly report on vaccinations sites and operational activities (number of vaccinations, personnel to operate the site, challenges, successes to share for learning across the public health system).</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                      | <i>Provide monthly situation report to IMT/IMO on status of implementation of mass vaccination plan, or more frequently if that is the LHJ procedure. Sites operating for the time period, vaccines administered by site for the time period, estimated costs for the time period, any challenges/successes</i> | <i>Monthly</i>                                                                      |                                   |

| Task Number | Task/Activity/Description | *May Support PHAB Standards/Measures | Deliverables/Outcomes                           | Due Date/Time Frame | Payment Information and/or Amount |
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|             |                           |                                      | <i>of note, including assistance requested.</i> |                     |                                   |

**\*For Information Only:**

Funding is not tied to the revised Standards/Measures listed here. This information may be helpful in discussions of how program activities might contribute to meeting a Standard/Measure. More detail on these and/or other Public Health Accreditation Board (PHAB) Standards/Measures that may apply can be found at:

<http://www.phaboard.org/wp-content/uploads/PHAB-Standards-and-Measures-Version-1.0.pdf>

**Special Requirements****Federal Funding Accountability and Transparency Act (FFATA)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Data Universal Numbering System (DUNS®) number.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](http://USASpending.gov) by DOH as required by P.L. 109-282.

**Program Specific Requirements/Narrative****DCHS COVID-19 Response - Tasks 1 and 2**

**Restrictions on Funds: Indirects are NOT allowable for CARES funding from September 2, 2020 forward** – LHJ can charge administrative activities as direct costs but not incur indirects from September 2, 2020 through December 30, 2020 for activities funded with CARES funds (COVID LOCAL CARES - COVID LHJ OFM ALLOCATION-CARES, BITV-COVID ED LHJ ALLOCATION-CARES, FEMA-75 COVID LHJ ALLOCATION)

- Since the federal guidance was not updated until September 2, 2020, DOH understands that indirects could be charged from March–August 2020.

**Payment:** Upon approval of deliverables and receipt of an invoice voucher, DOH will reimburse for actual allowable costs incurred. Billings for services on a monthly fraction of the budget will not be accepted or approved.

**Submission of Invoice Vouchers:** The LHJ shall submit correct monthly A19-1A invoice vouchers for amounts billable under this statement of work to DOH by the 25<sup>th</sup> of the following month or on a frequency no less often than quarterly.

**Mass Vaccination – Task 4****Program Manual, Handbook, Policy References**

*Emergency Response Plan (or equivalent)*

*Medical Countermeasure/Mass Vaccination Plan*

**Restrictions on Funds (what funds can be used for which activities, not direct payments, etc.):**

*Non-mass vaccination efforts are not allowable through this funding stream.*

*Duplication of billing (sending request for reimbursement) to entities outside of this agreement is prohibited.*

*Indirect rates are not applicable to these funds.*

**Special References (RCWs, WACs, etc.)**

County Health Emergency Documentation if applicable

**Monitoring Visits (frequency, type):**

Occasional visits from DOH or IMT/IMO personnel for the purpose of monitoring and surveillance of mass vaccination activities may be expected.

**Definitions**

Mass vaccination clinic are those outside of the usual healthcare delivery methods such as pop-up clinics, mobile clinics, non-clinical facility clinics (i.e., fairgrounds, arenas, etc.).

**Special Billing Requirements:**

Monthly invoices must be submitted timely to the regional IMT/Organization for review/approval prior to submission to DOH for reimbursement.

Contract (MI) Code: 934F0200 General Mass Vaccination

B.I.R.S Revenue Code: 333.97.03 Mass Vaccination Reimbursement

**Special Instructions:**

The LIIJ is considered a CONTRACTOR of DOH not a subrecipient for this portion of the statement of work. An allocation of funds is not provided as these FEMA funds are only available as reimbursement of costs associated with implementation of the mass vaccination plan.

Detailed documentation must be maintained as directed by the regional IMT/Organization and DOH to substantiate costs associated with these activities for submission to FEMA upon request by DOH.

Eligible costs from the timeframe of January 21, 2021 through April 20, 2021 include facility rentals, medical and support staff for planning, management, support, and operations; as well as wrap-around services for staff (i.e., meals, travel, lodging). Regular and overtime pay associated with this project is allowable for all staff working under this project and must be billed as a direct charge; timesheets are required documentation and must be available upon request by DOH. Indirect rates are not applicable to these funds. Eligible equipment includes facility infection control measures, personal protective equipment (PPE), storage equipment, coolers, freezers, temperature monitoring devices, portable vaccine units for transportation, supplies such as emergency medical supplies (for emergency medical care needs that may arise in the administration of the vaccine), containers for medical waste, as well as proper storage as needed for canisters of liquid nitrogen or dry ice. Eligible equipment purchase costs should not exceed \$5,000 per piece. Equipment over \$5,000 a piece must be preapproved by the IMT and should be leased rather than purchased. Any diversion from the list of pre-approved expenses will require a narrative on the purchase rationale and will be subject to IMT approval prior to reimbursement. Timesheets are required documentation for all activities related to this project. Staff time-in / time-out must be recorded, as well as a brief description of their activities. A general description of activities is acceptable for those working at the vaccine site; more detailed/specific description is required for those not working at the vaccine site.

**DOH Program Contact**

~~Kasey Walker~~ Alyssa Lavin, LIIJ Contract Manager

DOH, PHOCIS

1610 NE 150<sup>th</sup> St, Shoreline, WA 98155

~~kasey.walker@doh.wa.gov~~ [alyssa.lavin@doh.wa.gov](mailto:alyssa.lavin@doh.wa.gov) / 360-236-3273

**DOH BITV-COVID ED LHJ Allocation-CARES Fiscal Contact (Tasks 1 and 2)**

Sheri Spezze

DOH, Office of Program Financial Management

PO Box 47840, Olympia, WA 98504-7841

Ph: 360-236-4447 / Fax: 360-664-2216 / [sheri.spezze@doh.wa.gov](mailto:sheri.spezze@doh.wa.gov)

***DOH ELC Allocation Fiscal Contact (Tasks 1 and 2)***

*Christie Durkin*

*DOH, Office of Program Financial Management*

*PO Box 47840, Olympia, WA 98504-7841*

*Ph: 360-236-4235 / [christie.durkin@doh.wa.gov](mailto:christie.durkin@doh.wa.gov)*

***DOH COVID19 Vaccine Services Program Contacts (Task 3)***

Tawney Harper, MPA

Deputy Director | Operations Manager

Office of Immunization and Child Profile

Department of Health

PO Box 47843, Olympia WA 98504-7843

[tawney.harper@doh.wa.gov](mailto:tawney.harper@doh.wa.gov) / 360-236-3525

Misty Ellis, Project Manager

CDC Public Health Advisor

Office of Immunization and Child Profile

Department of Health

PO Box 47843, Olympia WA 98504-7843

[misty.ellis@doh.wa.gov](mailto:misty.ellis@doh.wa.gov) / 360-236-3675

Sonja Morris, Program Manager

Enhanced Influenza and COVID-19 Response

Office of Immunization and Child Profile

Department of Health

PO Box 47843, Olympia, WA 98504-7843

[sonja.morris@doh.wa.gov](mailto:sonja.morris@doh.wa.gov) / 360-236-3545

***DOH General Mass Vaccination Program and Fiscal Contact (Task 4)***

*Patrick Plumb*

*COVID FEMA Project Management Analyst*

*Washington State Department of Health*

*Office of Financial Services*

*111 Israel Road SE, Tumwater, WA 98501*

*[patrick.plumb@doh.wa.gov](mailto:patrick.plumb@doh.wa.gov) / (360) 236-4291*

*Janice Baumgardt*

*Financial Operations Manager*

*Washington State Department of Health*

*Office of Financial Services*

*111 Israel Road SE, Tumwater, WA 98501*

*[janice.baumgardt@doh.wa.gov](mailto:janice.baumgardt@doh.wa.gov) / (360) 236-4505*

**Exhibit A**  
**Statement of Work**  
**Contract Term: 2018-2021**

**DOH Program Name or Title:** Division of Emergency Preparedness & Response-  
COVID-19 - Effective January 20, 2020

**Local Health Jurisdiction Name:** Clallam County Health & Human Services

**Contract Number:** CLH18239

**SOW Type:** Revision      **Revision # (for this SOW)** 2

**Period of Performance:** January 20, 2020 through December 31, 2021

|                                                          |                                                              |                                                           |
|----------------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------------------|
| <b>Funding Source</b>                                    | <b>Federal Compliance<br/>(check if applicable)</b>          | <b>Type of Payment</b>                                    |
| <input checked="" type="checkbox"/> Federal Subrecipient | <input checked="" type="checkbox"/> FFATA (Transparency Act) | <input checked="" type="checkbox"/> Reimbursement         |
| <input checked="" type="checkbox"/> State                | <input type="checkbox"/> Research & Development              | <input checked="" type="checkbox"/> One-Time Distribution |
| <input type="checkbox"/> Other                           |                                                              |                                                           |

**Statement of Work Purpose:** The purpose of this statement of work is to establish funding and tasks for LHJs to prevent, prepare for, and respond to the COVID-19 disease outbreak.

**Revision Purpose:** The purpose of this revision is to extend the period of performance from June 30, 2021 to December 31, 2021, extend the funding period for federal COVID-19 funds, and add report deliverables and due dates. The funding period end date for the state Disaster Response funds remains June 30, 2021.

NOTE: Pending execution of a new contract or an extension to the 2018-2021 consolidated contracts which currently end December 31, 2021, program plans to extend the period of performance and funding in this statement of work through March 15, 2022. Deliverable due dates after December 31, 2021 are referenced for informational purposes only and will be updated in a new or revised statement of work effective January 1, 2022.

| Chart of Accounts Program Name or Title  | CFDA # | BARS Revenue Code | Master Index Code | Funding (LHJ Use) Start Date | Period (Only) End Date | Current Consideration | Change None | Total Consideration |
|------------------------------------------|--------|-------------------|-------------------|------------------------------|------------------------|-----------------------|-------------|---------------------|
| FFY20 CDC COVID-19 Crisis Resp LHJ-Tribe | 93.354 | 333.93.35         | 31104102          | 01/20/20                     | 12/31/21               | 130,871               | 0           | 130,871             |
| FY20/21 COVID-19 Disaster Response       | N/A    | 334.04.92         | 934A0101          | 01/20/20                     | 06/30/21               | 119,129               | 0           | 119,129             |
| <b>TOTALS</b>                            |        |                   |                   |                              |                        | <b>250,000</b>        | <b>0</b>    | <b>250,000</b>      |

| Task Number | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                              | *May Support PHAB Standards/Measures | Deliverables/Outcomes                              | Due Date/Time Frame                                                                                                                                                                               | Payment Information and/or Amount                                                                                                                                                                                             |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1           | <p><b>Federal Funds</b></p> <p>Participate in public health emergency preparedness and response activities for COVID-19. This may include surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and or other preparedness and response activities for COVID-19.</p> <p>Activities must address one or more of the following six domains:</p> |                                      | Activity report(s) on template to be provided DOH. | <p>June 30, 2020<br/>December 31, 2020<br/><del>March 15, 2021</del><br/>June 30, 2021<br/>December 31, 2021<br/>March 15, 2022</p> <p>Frequency and due dates of reports may change based on</p> | <p>Reimbursement for actual costs not to exceed total funding consideration amount</p> <p><b>Note: Per Federal funding requirements, prior approval from DOH is required for reimbursement of expenses incurred on or</b></p> |

| Task Number | Task/Activity/Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | *May Support PHAB Standards/Measures | Deliverables/Outcomes                              | Due Date/Time Frame                                                                                                                                                       | Payment Information and/or Amount                                                                                                                                        |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|             | <ul style="list-style-type: none"> <li>Incident management for early crisis response</li> <li>Jurisdictional recovery</li> <li>Information management</li> <li>Countermeasures and mitigation</li> <li>Surge management</li> <li>Biosurveillance</li> </ul> <p>DOH will provide additional guidance and technical assistance.</p> <p>Note: The total federal funding consideration is for the period of January 20, 2020 through March 15, <del>2021</del> 2022. Any unspent funds, tasks and deliverables with due dates after December 31, 2021 will be included in a new statement of work under the new consolidated contract term beginning January 1, 2022.</p>                                                                                                                                                                  |                                      |                                                    | <p>federal requirements. DOH will notify LHJ of any changes via email.</p> <p>A final activity report is required prior to DOH releasing the final amount of funding.</p> | <p>after January 20, 2020 through March 4, 2020.</p> <p>After approval is received from DOH, LHJ must submit a separate invoice for reimbursement of these expenses.</p> |
| 2           | <p><b>State Funds</b></p> <p>Participate in public health emergency preparedness and response activities for COVID-19. This may include surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and or other preparedness and response activities for COVID-19.</p> <p>Activities must address one or more of the following six domains:</p> <ul style="list-style-type: none"> <li>Incident management for early crisis response</li> <li>Jurisdictional recovery</li> <li>Information management</li> <li>Countermeasures and mitigation</li> <li>Surge management</li> <li>Biosurveillance</li> </ul> <p>DOH will provide additional guidance and technical assistance.</p> <p>Note: The total state funding consideration is for the period of January 20, 2020 through June 30, 2021.</p> |                                      | Activity report(s) on template to be provided DOH. | <p>July 15, 2020</p> <p>October 15, 2020</p> <p>January 15, 2021</p> <p>April 15, 2021</p> <p>June 30, 2021</p>                                                           | LHJ has already received these funds as a one-time distribution.                                                                                                         |

**\*For Information Only:**

Funding is not tied to the revised Standards/Measures listed here. This information may be helpful in discussions of how program activities might contribute to meeting a Standard/Measure. More detail on these and/or other Public Health Accreditation Board (PHAB) Standards/Measures that may apply can be found at:

<http://www.phaboard.org/wp-content/uploads/PHAB-Standards-and-Measures-Version-1.0.pdf>

**Program Specific Requirements/Narrative**

Any subcontract/s must be approved by DOH prior to executing the contract/s.

Deliverables are to be submitted to the ConCon deliverables mailbox at [concondeliverables@doh.wa.gov](mailto:concondeliverables@doh.wa.gov)

**Special Requirements****Federal Funding Accountability and Transparency Act (FFATA)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Data Universal Numbering System (DUNS®) number.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](http://USASpending.gov) by DOH as required by P.L. 109-282.

**Restrictions on Funds (what funds can be used for which activities, not direct payments, etc)**

Please reference the Code of Federal Regulations:

[https://www.ecfr.gov/cgi-bin/retrieveECFR?gp=1&SID=58ffddb5363a27f26e9d12ccec462549&ty=HTML&h=L&mc=true&r=PART&n=pt2.1.200#se2.1.200\\_1439](https://www.ecfr.gov/cgi-bin/retrieveECFR?gp=1&SID=58ffddb5363a27f26e9d12ccec462549&ty=HTML&h=L&mc=true&r=PART&n=pt2.1.200#se2.1.200_1439)

**Allowable Activities** - See list of allowable activities below, Appendix 2 from COVID-19 Crisis Response Cooperative Agreement – Components A and B Supplemental Funding, Interim Guidance, March 15, 2020.

**Costs that are NOT allowable**

- Facility purchases – May be if prior approval received from the feds and state. Send those requests to [Amy.Ferris@doh.wa.gov](mailto:Amy.Ferris@doh.wa.gov)
- Research
- Clinical care except as provided for individuals while under state or federal quarantine and isolation orders that are not eligible for payment by another source.
- Publicity and propaganda (lobbying):
  - Other than for normal and recognized executive-legislative relationships, no funds may be used for:
    - publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
    - the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
    - See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients: [https://www.cdc.gov/grants/documents/Anti-Lobbying\\_Restrictions\\_for\\_CDC\\_Grantees\\_July\\_2012.pdf](https://www.cdc.gov/grants/documents/Anti-Lobbying_Restrictions_for_CDC_Grantees_July_2012.pdf)
- Funds cannot be used to supplant existing federal funds awarded by other federal sources
- Funds cannot be used to match funding on other federal awards.

**DOH Program Contact**

Tory Henderson, Contracts & Finance Specialist

Department of Health

P O Box 47960, Olympia, WA 98504-7960

Office: 360-236-4596 Mobile: 360-789-7262 / [tory.henderson@doh.wa.gov](mailto:tory.henderson@doh.wa.gov)

Exhibit A, Statements of Work

Revised as of January 15, 2021

## Appendix 2. Allowable Activities

| Domain                                        | Activity Category                     | Allowable Activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Incident Management for Early Crisis Response | Emergency Operations and Coordination | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>○ Conduct jurisdictional COVID-19 risk assessment. <ul style="list-style-type: none"> <li>▪ Identify and prioritize risk-reduction strategies and risk-mitigation efforts in coordination with community partners and stakeholders.</li> <li>▪ Implement public health actions designed to mitigate risks in accordance with CDC guidance.</li> </ul> </li> <li>○ Implement public health response plans based on CDC COVID-19 Preparedness and Response Planning Guidance for State, Local, Territorial, and Tribal Public Health Agencies.</li> <li>○ Provide technical assistance to local and tribal health departments on development of COVID-19 response plans and respond to requests for public health assistance.</li> <li>○ Activate the jurisdiction's emergency operations center (EOC) at a level appropriate to meet the needs of the response. <ul style="list-style-type: none"> <li>▪ Staff the EOC with the numbers and skills necessary to support the response, assure worker safety, and continually monitor absenteeism.</li> <li>▪ Use established systems to ensure continuity of operations (COOP) and implement COOP plans as needed.</li> </ul> </li> <li>○ Establish call centers or other communication capacity for information sharing, public information, and directing residents to available resources.</li> <li>○ Activate emergency hiring authorities and expedited contracting processes.</li> <li>○ Assess the jurisdiction's public health and healthcare system training needs. <ul style="list-style-type: none"> <li>▪ Provide materials and facilitate training designed to improve the jurisdiction's public health and healthcare system response. Focus on infection prevention and control strategies and implementation/triggers for crisis/contingency standards of care.</li> <li>▪ Implement procedures to notify relevant personnel and participate in CDC national calls and Clinician Outreach and Communication Activity (COCA) calls.</li> </ul> </li> <li>○ Ensure plans and jurisdictional response actions incorporate the latest CDC guidance and direction.</li> </ul> |

| Domain | Activity Category           | Allowable Activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|        | Responder Safety and Health | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>○ Assure the health and safety of the jurisdiction's workforce, including but not limited to implementation of staff resiliency programs, occupational health/safety programs, and responder mental health support. Determine gaps and implement corrective actions.</li> <li>○ Implement personal protective equipment (PPE)-sparing strategies for public health/healthcare system workforce in accordance with federal guidelines.</li> <li>○ Develop an occupational safety and health strike team to ensure workers are protected, implement corrective actions, and gather lessons learned.</li> <li>○ Establish a team of communicators who can interpret CDC guidance and assist with implementation of worker safety and health strategies.</li> <li>○ Create tools to assist and anticipate supply chain shortages, track PPE inventory.</li> <li>○ Develop PPE strategies consistent with CDC guidance for hospitals, outpatient clinics, long-term care facilities, and other health facilities; work with suppliers and coalitions to develop statewide plans for caching or redistributing/sharing. This strategy should be integrated with health care coalitions' system plans for purchasing, caching, and distributing PPE and accessing the Strategic National Stockpile.</li> <li>○ Purchase required PPE (if available).</li> </ul> |

| Domain                  | Activity Category                        | Allowable Activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                         | Identification of vulnerable populations | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>○ Implement mitigation strategies for populations at risk for morbidity, mortality, and other adverse outcomes.</li> <li>○ Update response and recovery plans to include populations at risk.</li> <li>○ Enlist other governmental and nongovernmental programs that can be leveraged to provide social services and ensure that patients with COVID-19 virus (or at risk of exposure) receive proper information to connect them with available social services.</li> <li>○ Leverage social services and behavioral health within the community, including the Administration for Children and Families (ACF) and Health Resources and Services Administration (HRSA).</li> <li>○ Conduct rapid assessment (e.g., focus groups) of concerns and needs of the community related to COVID-19 prevention.</li> <li>○ Identify gaps and implement strategies that encourage risk-reduction behaviors.</li> </ul> |
| Jurisdictional Recovery | Jurisdictional Recovery                  | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>○ Recovery efforts to restore to pre-event functioning.</li> <li>○ Conduct a hot wash/after-action review and develop an improvement plan.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

| Domain                 | Activity Category                                               | Allowable Activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------------------|-----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Information Management | Information Sharing                                             | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>○ Ensure information sharing among public health staff, healthcare personnel, airport entry screening personnel, emergency medical services (EMS) providers, and the public.</li> <li>○ Develop, coordinate, and disseminate information, alerts, warnings, and notifications regarding risks and self-protective measures to the public, particularly with at-risk and vulnerable populations and incident management responders.</li> <li>○ Develop new systems or utilize existing systems to rapidly report public health data.</li> <li>○ Develop community messages that are accurate, timely, and reach at-risk populations</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                        | Emergency Public Information and Warning and Risk Communication | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>○ Ensure redundant platforms are in place for pushing out messages to the public and the healthcare sector regarding risks to the public, risk of transmission, and protective measures. <ul style="list-style-type: none"> <li>▪ Work with health communicators and educators on risk communications efforts designed to prevent the spread of COVID-19 virus.</li> </ul> </li> <li>○ Update scripts for jurisdictional call centers with specific COVID-19 messaging (alerts, warnings, and notifications).</li> <li>○ Evaluate COVID-19 messaging and other communication materials and, based on feedback from target audiences, revise messages and materials as needed. <ul style="list-style-type: none"> <li>▪ Conduct rapid assessment (e.g., focus groups) of existing messaging and communications activities (e.g., web-based, social media) related to COVID-19 prevention.</li> <li>▪ Monitor local news stories and social media postings to determine if information is accurate, identify messaging gaps, and adjust communications as needed.</li> </ul> </li> <li>○ Contract with local vendors for translation (as necessary), printing, signage, and audiovisual/public service announcement development and dissemination.</li> <li>○ Identify gaps and develop culturally appropriate risk messages for at-risk populations including messages that focus on risk-reduction behaviors.</li> <li>○ Develop a COVID-19-specific media relations strategy, including identification of key spokespeople and an approach for regular media outreach.</li> </ul> |

| Domain                         | Activity Category                | Allowable Activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                |                                  | <ul style="list-style-type: none"> <li>Coordinate communication messages, products, and programs with key partners and stakeholders to harmonize response messaging.</li> <li>Clearly communicate steps that health care providers should take if they suspect a patient has COVID-19 virus infection (e.g., diagnostic testing, clinical guidance).</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Countermeasures and Mitigation | Nonpharmaceutical Interventions  | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>Develop plans and triggers for the implementation of community interventions, including:               <ul style="list-style-type: none"> <li>Activating emergency operations plans for schools, higher education, and mass gatherings;</li> <li>Ensuring that community, faith-based, and business organizations are prepared to support interventions to prevent spread; and</li> <li>Integrating interventions related to social services providers, criminal justice systems, homeless persons, and other vulnerable populations and at-risk populations.</li> </ul> </li> <li>Anticipate disruption caused by community spread and interventions to prevent further spread.               <ul style="list-style-type: none"> <li>Planning for school dismissal including continuity of education and other school-based services (e.g., meals);</li> <li>Ensuring systems are active to provide guidance on closure of businesses, government offices, and social services agencies;</li> <li>Ensuring systems are in place to monitor social disruption (e.g., school closures); and</li> <li>Ensuring that services (e.g., housing, transportation, food) are in place for community members impacted by social distancing interventions.</li> </ul> </li> </ul> |
|                                | Quarantine and Isolation Support | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>Provide lodging and wrap-around services, including food and beverage, cleaning, waste management, maintenance, repairs at quarantine/isolation sites, and clinical care costs for individuals while under state or federal quarantine and isolation orders that are not eligible for payment by another source.</li> <li>Review and update state quarantine and isolation laws, regulations, and procedures. Funds may also be used to develop training and educational materials for local health departments and judicial officials.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

| Domain           | Activity Category                                  | Allowable Activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|------------------|----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                  |                                                    | <ul style="list-style-type: none"> <li>Identify and secure safe housing for persons subject to restricted movement and other public health orders.</li> <li>Develop and implement behavioral health strategies to support affected populations.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                  | Distribution and Use of Medical Material           | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>Ensure jurisdictional capacity for a mass vaccination campaign once vaccine becomes available, including:               <ul style="list-style-type: none"> <li>Enhancement of immunization information systems</li> <li>Maintaining ability for vaccine-specific cold chain management</li> <li>Coordinating mass vaccination clinics for emergency response</li> <li>Assessing and tracking vaccination coverage</li> <li>Rapidly identifying high-risk persons requiring vaccine</li> <li>Planning to prioritize limited medical countermeasures (MCM) based on guidance from CDC and the Department of Health and Human Services (HHS)</li> </ul> </li> <li>Ensure jurisdictional capacity for distribution of MCM and supplies.</li> </ul>                                                                                                  |
| Surge Management | Surge Staffing                                     | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>Activate mechanisms for surging public health responder staff.</li> <li>Activate volunteer organizations including but not limited to Medical Reserve Corps.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                  | Public Health Coordination with Healthcare Systems | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>In partnership with health care coalitions, develop triggers for enacting crisis/contingency standards of care.</li> <li>Coordinate with Hospital Preparedness Program (HPP) entities, healthcare coalitions, health care organizations, emergency management, and other relevant partners and stakeholders to assess the public health and medical surge needs of the community.</li> <li>Prepare for increased demands for services, expansions of public health functions, increases in administrative management requirements, and other emergency response surge needs.</li> <li>Train hospitals, long-term care facilities and other high-risk facilities on infection prevention and control.</li> <li>Actively monitor healthcare system capacity and develop mitigation strategies to preserve healthcare system resources.</li> </ul> |

| Domain          | Activity Category                                                   | Allowable Activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 |                                                                     | <ul style="list-style-type: none"> <li>Execute authorities for responding to healthcare system surge and implement activities to mitigate demands on the healthcare system. Plan to activate crisis/contingency standards of care.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                 | Infection Control                                                   | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>Follow updated CDC guidance on infection control and prevention and PPE.</li> <li>Engage with healthcare providers and healthcare coalitions to address issues related to infection prevention measures, such as:               <ul style="list-style-type: none"> <li>Changes in hospital/healthcare facility visitation policies,</li> <li>Social distancing, and</li> <li>Infection control practices in hospitals and long-term care facilities, such as:                   <ul style="list-style-type: none"> <li>PPE use,</li> <li>Hand hygiene,</li> <li>Source control, and</li> <li>Isolation of patients.</li> </ul> </li> </ul> </li> </ul>                                                                                                                                                                                                        |
| Biosurveillance | Public Health Surveillance and Real-time Reporting                  | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>Conduct surveillance and case identification (including, but not limited to, public health epidemiological investigation activities such as contact follow-up).</li> <li>Assess risk of travelers and other persons with potential COVID-19 exposures.</li> <li>Enhance surveillance systems to provide case-based and aggregate epidemiological data.</li> <li>Enhance existing syndromic surveillance for respiratory illness such as influenza-like illness (ILI) or acute respiratory illness (ARI) by expanding data, inputs, and sites.</li> <li>Enhance systems to identify and monitor the outcomes of severe disease outcomes, including among vulnerable populations.</li> <li>Enhance systems to track outcomes of pregnancies affected by COVID-19.</li> <li>Develop models for anticipating disease progression within the community.</li> </ul> |
|                 | Public Health Laboratory Testing, Equipment, Supplies, and Shipping | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>Assess commercial and public health capacity for lab testing.</li> <li>Develop a list of available testing sites and criteria for testing and disseminate to clinicians and the public.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

| Domain | Activity Category | Allowable Activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|        |                   | <ul style="list-style-type: none"> <li>○ Appropriately collect and handle hospital and other clinical laboratory specimens that require testing and shipping to Laboratory Response Network (LRN) or CDC laboratories designated for testing.</li> <li>○ Rapidly report test results between the laboratory, the public health department, healthcare facilities, and CDC to support public health investigations.</li> <li>○ Test a sample of outpatients with ILI or ARI for COVID-19 and other respiratory viruses and complete the following:               <ul style="list-style-type: none"> <li>• Report weekly percent positive COVID-19 outpatient visits by age group.</li> <li>• Determine the rate of ILI/ARI outpatient visits and the rate of COVID-19-confirmed ILI patients.                   <ul style="list-style-type: none"> <li>▪ This allowable activity is similar to "Sentinel COVID-19 Surveillance, March 2020, and ILINet Enhancements in 2019." It may include, but is not limited to the following:                       <ul style="list-style-type: none"> <li>– Conduct testing at public health laboratories</li> <li>– Describe modification of protocols and validation of specimen type other than NP/OP swabs, including validation of different swab types and self-swabbing for COVID-19</li> </ul> </li> </ul> </li> </ul> </li> <li>○ Collaborate with Emerging Infection Program and Influenza Hospitalization Surveillance Network to modify existing FluSurv-NET program for COVID-19.</li> <li>○ Enhance laboratory surge capacity plans.</li> <li>○ Determine maximum lab testing capacity and establish prioritization criteria and contingency plans for testing if maximum capacity is reached.</li> <li>○ Work with laboratory partners to ensure labs receive updated guidance on appropriate testing algorithms and sample types as additional information is acquired.</li> <li>○ Ensure clear guidance is communicated to clinical labs and physicians on how to obtain appropriate lab testing.</li> <li>○ Provide testing for impacted individuals.</li> </ul> |
|        | Data Management   | <p>Examples of allowable activities:</p> <ul style="list-style-type: none"> <li>○ Ensure data management systems are in place and meet the needs of the jurisdiction.</li> <li>○ Implement analysis, visualization, and reporting for surveillance and other available data to support understanding of the outbreak, transmission, and impact of interventions.</li> <li>○ Ensure efficient and timely data collection.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

| Domain | Activity Category | Allowable Activities                                                                                                                                                                                                                                     |
|--------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|        |                   | <ul style="list-style-type: none"> <li>○ Ensure ability to rapidly exchange data with public health partners (including CDC) and other relevant partners.</li> <li>○ Coordinate data systems for epidemiological and laboratory surveillance.</li> </ul> |

**Exhibit A**  
**Statement of Work**  
**Contract Term: 2018-2021**

**DOH Program Name or Title:** Office of Drinking Water Group A Program -  
Effective January 1, 2018

**Local Health Jurisdiction Name:** Clallam County Health & Human Services

**Contract Number:** CLH18239

**SOW Type:** Revision      **Revision # (for this SOW)** 7

|                                                                                                                                                                |                                                                                                                                                         |                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>Funding Source</b><br><input checked="" type="checkbox"/> Federal Contractor<br><input checked="" type="checkbox"/> State<br><input type="checkbox"/> Other | <b>Federal Compliance (check if applicable)</b><br><input type="checkbox"/> FFATA (Transparency Act)<br><input type="checkbox"/> Research & Development | <b>Type of Payment</b><br><input type="checkbox"/> Reimbursement<br><input checked="" type="checkbox"/> Fixed Price |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|

**Period of Performance:** January 1, 2018 through December 31, 2021

**Statement of Work Purpose:** The purpose of this statement of work is to provide funding to the LHJ for conducting sanitary surveys and providing technical assistance to small community and non-community Group A water systems.

**Revision Purpose:** The purpose of this revision is to extend the Period of Performance thru December 31, 2021, provide Sanitary Survey and Technical Assistance funding in Year 23, revise Special Billing Requirements and Special Instructions, and change DOH Fiscal Contact.

| Chart of Accounts Program Name or Title | CFDA # | BARS Revenue Code | Master Index Code | Funding Period (LHJ Use Only)<br>Start Date    End Date | Current Consideration | Change Increase (+) | Total Consideration |
|-----------------------------------------|--------|-------------------|-------------------|---------------------------------------------------------|-----------------------|---------------------|---------------------|
| Yr 20 SRF - Local Asst (15%) (FS) SS    | N/A    | 346.26.64         | 24139220          | 01/01/18    12/31/18                                    | 0                     | 0                   | 0                   |
| Sanitary Survey Fees (FO-SW) SS-State   | N/A    | 346.26.65         | 24232522          | 01/01/18    12/31/20                                    | 9,400                 | 0                   | 9,400               |
| Yr 20 SRF - Local Asst (15%) (FS) TA    | N/A    | 346.26.66         | 24139220          | 01/01/18    12/31/18                                    | 0                     | 0                   | 0                   |
| Yr 21 SRF - Local Asst (15%) (FS) SS    | N/A    | 346.26.64         | 24139221          | 01/01/18    06/30/19                                    | 4,200                 | 0                   | 4,200               |
| Yr 21 SRF - Local Asst (15%) (FS) TA    | N/A    | 346.26.66         | 24139221          | 01/01/18    06/30/19                                    | 652                   | 0                   | 652                 |
| Yr 22 SRF - Local Asst (15%) (FO-SW) SS | N/A    | 346.26.64         | 24239222          | 01/01/19    12/31/20                                    | 5,200                 | 0                   | 5,200               |
| Yr 22 SRF - Local Asst (15%) (FO-SW) TA | N/A    | 346.26.66         | 24239222          | 01/01/19    12/31/20                                    | 2,642                 | 0                   | 2,642               |
| Yr 23 SRF - Local Asst (15%) (FO-SW) SS | N/A    | 346.26.64         | 24239223          | 01/01/21    12/31/21                                    | 0                     | 5,600               | 5,600               |
| Yr 23 SRF - Local Asst (15%) (FO-SW) TA | N/A    | 346.26.66         | 24239223          | 01/01/21    12/31/21                                    | 0                     | 1,000               | 1,000               |
| <b>TOTALS</b>                           |        |                   |                   |                                                         | <b>22,094</b>         | <b>6,600</b>        | <b>28,694</b>       |

| Task Number | Task/Activity/Description                                                                                                                                                        | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                                                                                                                   | Due Date/Time Frame                                                                                                                         | Payment Information and/or Amount                                                                                                                                               |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1           | Trained LHJ staff will conduct sanitary surveys of small community and non-community Group A water systems identified by the DOH Office of Drinking Water (ODW) Regional Office. |                                      | Provide Final* Sanitary Survey Reports to ODW Regional Office. Complete Sanitary Survey Reports shall include:<br>1. Cover letter identifying significant deficiencies, | Final Sanitary Survey Reports must be received by the ODW Regional Office within <b>30 calendar days</b> of conducting the sanitary survey. | Upon ODW acceptance of the Final Sanitary Survey Report, the LHJ shall be paid <b>\$400</b> for each sanitary survey of a non-community system with three or fewer connections. |

| Task Number | Task/Activity/Description                                                                                                                                                                                                       | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                                                                                                                                                                                                                                                                                                                                                                                         | Due Date/Time Frame                                                                                                               | Payment Information and/or Amount                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|             | See Special Instructions for task activity.                                                                                                                                                                                     |                                      | <p>significant findings, observations, recommendations, and referrals for further ODW follow-up.</p> <ol style="list-style-type: none"> <li>2. Completed Small Water System checklist.</li> <li>3. Updated Water Facilities Inventory (WFI).</li> <li>4. Photos of water system with text identifying features</li> <li>5. Any other supporting documents.</li> </ol> <p>*Final Reports reviewed and accepted by the ODW Regional Office.</p> |                                                                                                                                   | <p>Upon ODW acceptance of the Final Sanitary Survey Report, the LHJ shall be paid <b>\$800</b> for each sanitary survey of a non-community system with four or more connections and each community system. Payment is inclusive of all associated costs such as travel, lodging, per diem.</p> <p>Payment is authorized upon receipt and acceptance of the Final Sanitary Survey Report within the 30-day deadline.</p> <p>Late or incomplete reports may not be accepted for payment.</p> |
| 2           | <p>Trained LHJ staff will conduct Special Purpose Investigations (SPI) of small community and non-community Group A water systems identified by the ODW Regional Office.</p> <p>See Special Instructions for task activity.</p> |                                      | Provide completed SPI Report and any supporting documents and photos to ODW Regional Office.                                                                                                                                                                                                                                                                                                                                                  | Completed SPI Reports must be received by the ODW Regional Office within <b>2 working days</b> of the service request.            | <p>Upon acceptance of the completed SPI Report, the LHJ shall be paid <b>\$800</b> for each SPI.</p> <p>Payment is inclusive of all associated costs such as travel, lodging, per diem.</p> <p>Payment is authorized upon receipt and acceptance of completed SPI Report within the 2 working day deadline.</p> <p>Late or incomplete reports may not be accepted for payment.</p>                                                                                                         |
| 3           | <p>Trained LHJ staff will provide direct technical assistance (TA) to small community and non-community Group A water systems identified by the ODW Regional Office.</p> <p>See Special Instructions for task activity.</p>     |                                      | Provide completed TA Report and any supporting documents and photos to ODW Regional Office.                                                                                                                                                                                                                                                                                                                                                   | Completed TA Report must be received by the ODW Regional Office within <b>30 calendar days</b> of providing technical assistance. | <p>Upon acceptance of the completed TA Report, the LHJ shall be paid for each technical assistance activity as follows:</p> <ul style="list-style-type: none"> <li>• Up to 3 hours of work: <b>\$250</b></li> <li>• 3-6 hours of work: <b>\$500</b></li> <li>• More than 6 hours of work: <b>\$750</b></li> </ul>                                                                                                                                                                          |

| Task Number | Task/Activity/Description                                                                                                                                                        | *May Support PHAB Standards/Measures | Deliverables/Outcomes                                                                                                                                                                                   | Due Date/Time Frame | Payment Information and/or Amount                                                                                                                                                                                                                                                        |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|             |                                                                                                                                                                                  |                                      |                                                                                                                                                                                                         |                     | <p>Payment is inclusive of all associated costs such as consulting fee, travel, lodging, per diem.</p> <p>Payment is authorized upon receipt and acceptance of completed TA Report within the 30-day deadline.</p> <p>Late or incomplete reports may not be accepted for payment.</p>    |
| 4           | <p>LHJ staff performing the activities under tasks 1, 2 and 3 must have completed the mandatory Sanitary Survey Training.</p> <p>See Special Instructions for task activity.</p> |                                      | <p>Prior to attending the training, submit an "Authorization for Travel (Non-Employee)" DOH Form 710-013 to the ODW Program Contact below for approval (to ensure that enough funds are available).</p> | Annually            | <p>LHJ shall be paid mileage, per diem, lodging, and registration costs as approved on the pre-authorization form in accordance with the current rates listed on the OFM Website <a href="http://www.ofm.wa.gov/resources/travel.asp">http://www.ofm.wa.gov/resources/travel.asp</a></p> |

**\*For Information Only:**

Funding is not tied to the revised Standards/Measures listed here. This information may be helpful in discussions of how program activities might contribute to meeting a Standard/Measure. More detail on these and/or other Public Health Accreditation Board (PHAB) Standards/Measures that may apply can be found at:

<http://www.phaboard.org/wp-content/uploads/PHAB-Standards-and-Measures-Version-1.0.pdf>

**Program Specific Requirements/Narrative****Special References (RCWs, WACs, etc)**

Chapter 246-290 WAC is the set of rules that regulate Group A water systems. By this statement of work, ODW contracts with the LHJ to conduct sanitary surveys (and SPIs, and provide technical assistance) for small community and non-community water systems with groundwater sources. ODW retains responsibility for conducting sanitary surveys (and SPIs, and provide technical assistance) for small community and non-community water systems with surface water sources, large water systems, and systems with complex treatment.

LHJ staff assigned to perform activities under tasks 1, 2, and 3 must be trained and approved by ODW prior to performing work. See special instructions under Task 4, below.

**Special Billing Requirements**

The LHJ shall submit quarterly invoices within 30 days following the end of the quarter in which work was completed, noting on the invoice the quarter and year being billed for. Payment cannot exceed a maximum accumulative fee of ~~\$18,800~~ **\$24,400** for **Task 1**, and ~~\$4,652~~ **\$3,294** **\$4,294** for **Task 2, Task 3 and Task 4 combined** during the contracting period, to be paid at the rates specified in the Payment Method/Amount section above. When invoicing for sanitary surveys, bill half to BARS Revenue Code 346.26.64 and half to BARS Revenue Code 346.26.65.

When invoicing for **Task 1**, submit the list of WS Name, ID #, Amount Billed, Survey Date and Letter Date that you are requesting payment.

When invoicing for **Task 2-3**, submit the list of WS Name, ID #, TA Date and description of TA work performed, and Amount Billed.

When invoicing for **Task 4**, submit receipts and the signed pre-authorization form for non-employee travel to the ODW Program Contact below and a signed A19-1A Invoice Voucher to the DOH Grants Management, billing to BARS Revenue Code 346.26.66 under Technical Assistance (TA).

### Special Instructions

#### Task 1

Trained LHJ staff will evaluate the water system for physical and operational deficiencies and prepare a Final Sanitary Survey Report which has been accepted by ODW. Detailed guidance is provided in the *Field Guide for Sanitary Surveys, Special Purpose Investigations and Technical Assistance* (Field Guide). The sanitary survey will include an evaluation of the following eight elements: source; treatment; distribution system; finished water storage; pumps, pump facilities and controls; monitoring, reporting and data verification; system management and operation; and certified operator compliance. If a system is more complex than anticipated or other significant issues arise, the LHJ may request ODW assistance.

- No more than **1** surveys of non-community systems with three or fewer connections to be completed between January 1, 2018 and December 31, 2018.
- No more than **10** surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2018 and December 31, 2018.
- No more than **6** surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2019 and December 31, 2019.
- No more than **2** surveys of non-community systems with three or fewer connections to be completed between January 1, 2020 and December 31, 2020.
- No more than **6** surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2021 and December 31, 2021.
- No more than **0** surveys of non-community systems with three or fewer connections to be completed between January 1, 2020 and December 31, 2020.
- *No more than 7 surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2021 and December 31, 2021.*

The process for assignment of surveys to the LHJ, notification of the water system, and ODW follow-up with unresponsive water systems; and other roles and responsibilities of the LHJ are described in the Field Guide.

#### Task 2

Trained LHJ staff will perform Special Purpose Investigations (SPIs) as assigned by ODW. SPIs are inspections to determine the cause of positive coliform samples or the cause of other emergency conditions. SPIs may also include sanitary surveys of newly discovered Group A water systems. Additional detail about conducting SPIs is described in the Field Guide. The ODW Regional Office must authorize in advance any SPI conducted by LHJ staff.

#### Task 3

Trained LHJ staff will conduct Technical assistance as assigned by ODW. Technical Assistance includes assisting water system personnel in completing work or verifying work has been addressed as required, requested, or advised by the ODW to meet applicable drinking water regulations. Examples of technical assistance activities are described in the Field Guide. The ODW Regional Office must authorize in advance any technical assistance provided by the LHJ to a water system.

#### Task 4

LHJ staff assigned to perform activities under tasks 1, 2, and 3 must be trained and approved by ODW prior to performing work. LHJ staff performing the activities under tasks 1, 2 and 3 must have completed, with a passing score, the ODW Online Sanitary Survey Training and the ODW Sanitary Survey Field Training. LHJ staff performing activities under tasks 1, 2, and 3 must attend the Annual ODW Sanitary Survey Workshop, and are expected to attend the Regional ODW LHJ Drinking Water Meetings.

If required trainings, workshops or meetings are not available, not scheduled, or if the LHJ staff person is unable to attend these activities prior to conducting assigned tasks, the LHJ staff person may, with ODW approval, substitute other training activities to be determined by ODW. Such substitute activities may include one-on-one training with ODW staff, co-surveys with ODW staff, or other activities as arranged and pre-approved by ODW. LHJ staff may not perform the activities under tasks 1, 2, and 3 without completing the training that has been arranged and approved by ODW.

**Program Manual, Handbook, Policy References**

<http://www.doh.wa.gov/Portals/1/Documents/Pubs/331-486.pdf>

**DOH Program Contact**

Denise Miles  
DOH Office of Drinking Water  
243 Israel Rd SE  
Tumwater, WA 98501  
[Denise.Miles@doh.wa.gov](mailto:Denise.Miles@doh.wa.gov)  
(360) 236-3028

**DOH Fiscal Contact**

~~Karena McGovern~~ Marcea Kato  
DOH Office of Drinking Water  
243 Israel Rd SE  
Tumwater, WA 98501  
[Marcea.Kato@doh.wa.gov](mailto:Marcea.Kato@doh.wa.gov)  
(360) 236-3094

**EXHIBIT B-20  
ALLOCATIONS  
Contract Term 2018-2021**

**Contract Number:** CLH18239  
**Date:** January 15, 2021

Indirect Rate as of January 2018: 34.23%

Indirect Rate as of January 2019: 25.77%

| Chart of Accounts Program Title       | Federal Award Identification # | Amend #    | CFDA*  | BARS Revenue Code** | Statement of Work Funding Period |          | DOH Use Only Chart of Accounts Funding Period |          | Amount      | Funding Period Sub Total | Chart of Accounts Total |
|---------------------------------------|--------------------------------|------------|--------|---------------------|----------------------------------|----------|-----------------------------------------------|----------|-------------|--------------------------|-------------------------|
|                                       |                                |            |        |                     | Start Date                       | End Date | Start Date                                    | End Date |             |                          |                         |
| FFY21 USDA WIC Program Mgmt CSS       | 217WAWA7W1003                  | Amd 19     | 10.557 | 333.10.55           | 10/01/20                         | 09/30/21 | 10/01/20                                      | 09/30/21 | \$2,450     | \$2,450                  | \$425,820               |
| FFY21 USDA WIC Program Mgmt CSS       | 217WAWA7W1003                  | Amd 15     | 10.557 | 333.10.55           | 10/01/20                         | 12/31/20 | 10/01/20                                      | 12/31/20 | (\$60,750)  | \$0                      |                         |
| FFY21 USDA WIC Program Mgmt CSS       | 217WAWA7W1003                  | Amd 6      | 10.557 | 333.10.55           | 10/01/20                         | 12/31/20 | 10/01/20                                      | 12/31/20 | \$2,120     |                          |                         |
| FFY21 USDA WIC Program Mgmt CSS       | 217WAWA7W1003                  | N/A        | 10.557 | 333.10.55           | 10/01/20                         | 12/31/20 | 10/01/20                                      | 12/31/20 | \$58,630    |                          |                         |
| FFY20 USDA WIC Program Mgmt CSS       | 207WAWA7W1003                  | Amd 15     | 10.557 | 333.10.55           | 10/01/19                         | 09/30/20 | 10/01/19                                      | 09/30/20 | (\$243,000) | \$0                      |                         |
| FFY20 USDA WIC Program Mgmt CSS       | 207WAWA7W1003                  | Amd 6      | 10.557 | 333.10.55           | 10/01/19                         | 09/30/20 | 10/01/19                                      | 09/30/20 | \$8,480     |                          |                         |
| FFY20 USDA WIC Program Mgmt CSS       | 207WAWA7W1003                  | N/A        | 10.557 | 333.10.55           | 10/01/19                         | 09/30/20 | 10/01/19                                      | 09/30/20 | \$234,520   |                          |                         |
| FFY19 CSS USDA WIC Program Mgmt       | 187WAWA7W1003                  | Amd 6      | 10.557 | 333.10.55           | 10/01/18                         | 09/30/19 | 10/01/18                                      | 09/30/19 | \$2,610     | \$242,380                |                         |
| FFY19 CSS USDA WIC Program Mgmt       | 187WAWA7W1003                  | Amd 5      | 10.557 | 333.10.55           | 10/01/18                         | 09/30/19 | 10/01/18                                      | 09/30/19 | \$5,250     |                          |                         |
| FFY19 CSS USDA WIC Program Mgmt       | 187WAWA7W1003                  | N/A        | 10.557 | 333.10.55           | 10/01/18                         | 09/30/19 | 10/01/18                                      | 09/30/19 | \$234,520   |                          |                         |
| FFY18 CSS USDA WIC Program Mgmt       | 187WAWA7W1003                  | Amd 2      | 10.557 | 333.10.55           | 01/01/18                         | 09/30/18 | 10/01/17                                      | 09/30/18 | \$5,100     | \$180,990                |                         |
| FFY18 CSS USDA WIC Program Mgmt       | 187WAWA7W1003                  | N/A        | 10.557 | 333.10.55           | 01/01/18                         | 09/30/18 | 10/01/17                                      | 09/30/18 | \$175,890   |                          |                         |
| FFY22 USDA WIC Client Svs Contracts   | NGA Not Received               | Amd 19     | 10.557 | 333.10.55           | 10/01/21                         | 12/31/21 | 10/01/21                                      | 12/31/21 | \$60,995    | \$60,995                 | \$592,815               |
| FFY21 USDA WIC Client Svs Contracts   | 217WAWA7W1003                  | Amd 19     | 10.557 | 333.10.55           | 10/01/20                         | 09/30/21 | 10/01/20                                      | 09/30/21 | \$182,985   | \$243,735                |                         |
| FFY21 USDA WIC Client Svs Contracts   | 217WAWA7W1003                  | Amd 15, 19 | 10.557 | 333.10.55           | 10/01/20                         | 09/30/21 | 10/01/20                                      | 09/30/21 | \$60,750    |                          |                         |
| FFY20 USDA WIC Client Svs Contracts   | 207WAWA7W1003                  | Amd 18     | 10.557 | 333.10.55           | 10/01/19                         | 09/30/20 | 10/01/19                                      | 09/30/20 | \$42,435    | \$288,085                |                         |
| FFY20 USDA WIC Client Svs Contracts   | 207WAWA7W1003                  | Amd 15     | 10.557 | 333.10.55           | 10/01/19                         | 09/30/20 | 10/01/19                                      | 09/30/20 | \$243,000   |                          |                         |
| FFY20 USDA WIC Client Svs Contracts   | 207WAWA7W1003                  | Amd 12     | 10.557 | 333.10.55           | 10/01/19                         | 09/30/20 | 10/01/19                                      | 09/30/20 | \$2,650     |                          |                         |
| FFY20 USDA WIC Nutrition Ed           | 207WAWA7W1003                  | Amd 17     | 10.557 | 333.10.55           | 10/01/19                         | 09/30/20 | 10/01/19                                      | 09/30/20 | \$1,665     | \$1,665                  | \$1,665                 |
| FFY20 USDA FMNP Prog Mgmt             | 207WAWA7Y8604                  | Amd 16     | 10.572 | 333.10.57           | 10/01/19                         | 09/30/20 | 10/01/19                                      | 09/30/20 | \$555       | \$555                    | \$1,781                 |
| FFY19 CSS USDA FMNP Prog Mgmt         | 197WAWA7Y8604                  | Amd 8      | 10.572 | 333.10.57           | 01/01/19                         | 09/30/19 | 10/01/18                                      | 09/30/19 | \$615       | \$615                    |                         |
| FFY18 CSS USDA FMNP Prog Mgmt         | 187WAWA7Y8604                  | Amd 2      | 10.572 | 333.10.57           | 01/01/18                         | 09/30/18 | 10/01/17                                      | 09/30/18 | \$611       | \$611                    |                         |
| FFY16 Cascades USDA WIC Prog Mgmt-MIS | 16157WAWA6W522                 | Amd 6, 8   | 10.578 | 333.10.57           | 10/01/18                         | 09/30/19 | 03/11/16                                      | 09/30/19 | \$3,510     | \$3,510                  | \$3,510                 |
| FFY19 MIS Tech Grant                  | 197WAWA1G5212                  | Amd 8      | 10.578 | 333.10.57           | 10/01/19                         | 09/30/20 | 10/01/18                                      | 09/30/20 | \$1,310     | \$1,310                  | \$1,310                 |
| BITV-COVID Ed LHIJ Allocation-CARES   | NGA Not Received               | Amd 19     | 21.019 | 333.21.01           | 07/01/20                         | 12/30/21 | 07/01/20                                      | 12/30/21 | \$308,526   | \$411,368                | \$411,368               |
| BITV-COVID Ed LHIJ Allocation-CARES   | NGA Not Received               | Amd 17, 19 | 21.019 | 333.21.01           | 07/01/20                         | 12/30/21 | 07/01/20                                      | 12/30/21 | \$102,842   |                          |                         |
| COVID LHIJ OFM Allocation-CARES       | NGA Not Received               | Amd 17, 19 | 21.019 | 333.21.01           | 03/01/20                         | 06/30/21 | 03/01/20                                      | 06/30/21 | \$1,520,200 | \$1,520,200              | \$1,520,200             |
| SS Community Outreach PN              | NGA Not Received               | Amd 18     | 21.019 | 333.21.01           | 07/01/20                         | 12/30/20 | 07/01/20                                      | 12/30/20 | \$20,000    | \$20,000                 | \$20,000                |
| PS SSI 1-5 BEACH Task 4               | 01J18001                       | Amd 7      | 66.123 | 333.66.12           | 03/01/19                         | 10/31/19 | 07/01/17                                      | 10/31/19 | \$4,700     | \$4,700                  | \$9,400                 |
| PS SSI 1-5 BEACH Task 4               | 01J18001                       | Amd 1      | 66.123 | 333.66.12           | 03/01/18                         | 10/31/18 | 07/01/17                                      | 06/30/19 | \$4,700     | \$4,700                  |                         |

**EXHIBIT B-20  
ALLOCATIONS  
Contract Term 2018-2021**

**Contract Number:** CLH18239  
**Date:** January 15, 2021

Indirect Rate as of January 2018: 34.23%  
Indirect Rate as of January 2019: 25.77%

| Chart of Accounts Program Title          | Federal Award Identification # | Amend #        | CFDA*  | BARS Revenue Code** | Statement of Work Funding Period |          | DOH Use Only Chart of Accounts Funding Period |          | Amount      | Funding Period Sub Total | Chart of Accounts Total |
|------------------------------------------|--------------------------------|----------------|--------|---------------------|----------------------------------|----------|-----------------------------------------------|----------|-------------|--------------------------|-------------------------|
|                                          |                                |                |        |                     | Start Date                       | End Date | Start Date                                    | End Date |             |                          |                         |
| PS SSI 1-5 OSS Task 4                    | 01J18001                       | Amd 12, 19     | 66.123 | 333.66.12           | 05/01/19                         | 12/31/21 | 07/01/17                                      | 06/30/23 | \$240,000   | \$240,000                | \$393,700               |
| PS SSI 1-5 OSS Task 4                    | 01J18001                       | Amd 2          | 66.123 | 333.66.12           | 01/01/18                         | 03/31/19 | 07/01/17                                      | 06/30/23 | \$22,866    | \$153,700                |                         |
| PS SSI 1-5 OSS Task 4                    | 01J18001                       | N/A            | 66.123 | 333.66.12           | 01/01/18                         | 03/31/19 | 07/01/17                                      | 06/30/23 | \$130,834   |                          |                         |
| PS SSI 1-5 PIC Task 4                    | 01J18001                       | Amd 19         | 66.123 | 333.66.12           | 11/01/20                         | 12/31/21 | 07/01/17                                      | 06/30/23 | \$322,815   | \$322,815                | \$518,447               |
| PS SSI 1-5 PIC Task 4                    | 01J18001                       | Amd 2, 8, 10   | 66.123 | 333.66.12           | 01/01/18                         | 11/30/19 | 07/01/17                                      | 06/30/23 | \$8,832     | \$195,632                |                         |
| PS SSI 1-5 PIC Task 4                    | 01J18001                       | N/A, Amd 8, 10 | 66.123 | 333.66.12           | 01/01/18                         | 11/30/19 | 07/01/17                                      | 06/30/23 | \$186,800   |                          |                         |
| PS SSI 1-5 Subaward Process Task 4       | 01J18001                       | Amd 12         | 66.123 | 333.66.12           | 05/01/19                         | 12/31/20 | 07/01/16                                      | 08/31/23 | (\$240,000) | \$0                      | \$0                     |
| PS SSI 1-5 Subaward Process Task 4       | 01J18001                       | Amd 9          | 66.123 | 333.66.12           | 05/01/19                         | 12/31/20 | 07/01/16                                      | 08/31/23 | \$240,000   |                          |                         |
| FFY20 Swimming Beach Act Grant IAR (ECY) | 01J49701                       | Amd 15         | 66.472 | 333.66.47           | 03/01/20                         | 10/31/20 | 12/15/19                                      | 06/30/20 | \$8,100     | \$8,100                  | \$18,900                |
| FFY19 Swimming Beach Act Grant IAR (ECY) | 01J49701                       | Amd 7          | 66.472 | 333.66.47           | 03/01/19                         | 10/31/19 | 12/15/18                                      | 10/31/19 | \$5,400     | \$5,400                  |                         |
| FFY18 Swimming Beach Act Grant IAR (ECY) | 00J75501                       | Amd 1          | 66.472 | 333.66.47           | 03/01/18                         | 10/31/18 | 12/15/17                                      | 12/14/18 | \$5,400     | \$5,400                  |                         |
| FFY17 EPR PHEP BP1 LHJ Funding           | NU90TP921889-01                | Amd 2          | 93.069 | 333.93.06           | 01/01/18                         | 06/30/18 | 07/01/17                                      | 07/02/18 | \$20,391    | \$44,198                 | \$44,198                |
| FFY17 EPR PHEP BP1 LHJ Funding           | NU90TP921889-01                | N/A            | 93.069 | 333.93.06           | 01/01/18                         | 06/30/18 | 07/01/17                                      | 07/02/18 | \$23,807    |                          |                         |
| FFY18 EPR PHEP BP1 Supp LHJ Funding      | NU90TP921889-01                | Amd 5          | 93.069 | 333.93.06           | 07/01/18                         | 06/30/19 | 07/01/18                                      | 06/30/19 | \$1,062     | \$58,979                 | \$58,979                |
| FFY18 EPR PHEP BP1 Supp LHJ Funding      | NU90TP921889-01                | Amd 4          | 93.069 | 333.93.06           | 07/01/18                         | 06/30/19 | 07/01/18                                      | 06/30/19 | \$57,917    |                          |                         |
| FFY20 PHEP BP2 LHJ Funding               | NU90TP922043                   | Amd 18         | 93.069 | 333.93.06           | 07/01/20                         | 06/30/21 | 07/01/20                                      | 06/30/21 | \$23,592    | \$58,979                 | \$117,958               |
| FFY20 PHEP BP2 LHJ Funding               | NU90TP922043                   | Amd 17, 18     | 93.069 | 333.93.06           | 07/01/20                         | 06/30/21 | 07/01/20                                      | 06/30/21 | \$35,387    |                          |                         |
| FFY19 PHEP BP1 LHJ Funding               | NU90TP922043                   | Amd 10         | 93.069 | 333.93.06           | 07/01/19                         | 06/30/20 | 07/01/19                                      | 06/30/20 | \$58,979    | \$58,979                 |                         |
| FFY20 Overdose Data to Action Prev       | NGA Not Received               | Amd 19         | 93.136 | 333.93.13           | 09/01/20                         | 08/31/21 | 09/01/20                                      | 08/31/21 | \$28,415    | \$116,054                | \$176,914               |
| FFY20 Overdose Data to Action Prev       | NGA Not Received               | Amd 17, 19     | 93.136 | 333.93.13           | 09/01/20                         | 08/31/21 | 09/01/20                                      | 08/31/21 | \$87,639    |                          |                         |
| FFY19 Overdose Data to Action Prev       | NU17CE925007                   | Amd 11         | 93.136 | 333.93.13           | 09/01/19                         | 08/31/20 | 09/01/19                                      | 08/31/20 | \$60,860    | \$60,860                 |                         |
| FFY18 Prescription Drug OD-Supp          | NU17CE002734                   | Amd 4          | 93.136 | 333.93.13           | 09/01/18                         | 08/31/19 | 09/01/18                                      | 08/31/19 | \$57,707    | \$57,707                 | \$99,107                |
| FFY17 Prescription Drug OD-Supp          | U17CE002734                    | N/A            | 93.136 | 333.93.13           | 01/01/18                         | 08/31/18 | 09/01/17                                      | 08/31/18 | \$41,400    | \$41,400                 |                         |
| FFY18 Suicide Prevention Works           | U79SM061734                    | Amd 7          | 93.243 | 333.93.24           | 09/30/18                         | 09/29/19 | 09/30/18                                      | 09/29/19 | \$20,000    | \$120,000                | \$220,000               |
| FFY18 Suicide Prevention Works           | U79SM061734                    | Amd 5          | 93.243 | 333.93.24           | 09/30/18                         | 09/29/19 | 09/30/18                                      | 09/29/19 | \$100,000   |                          |                         |
| FFY17 Suicide Prevention Works           | SM061734                       | Amd 3          | 93.243 | 333.93.24           | 03/01/18                         | 09/29/18 | 09/30/17                                      | 09/30/18 | \$100,000   | \$100,000                |                         |
| FFY17 317 Ops                            | 5NH23IP000762-05-00            | N/A            | 93.268 | 333.93.26           | 01/01/18                         | 06/30/18 | 04/01/17                                      | 06/30/18 | \$1,277     | \$1,277                  | \$1,277                 |
| FFY17 AFIX                               | 5NH23IP000762-05-00            | N/A            | 93.268 | 333.93.26           | 01/01/18                         | 06/30/18 | 04/01/17                                      | 06/30/18 | \$3,640     | \$3,640                  | \$3,640                 |

**EXHIBIT B-20**  
**ALLOCATIONS**  
**Contract Term 2018-2021**

**Contract Number:** CLH18239  
**Date:** January 15, 2021

Indirect Rate as of January 2018: 34.23%  
Indirect Rate as of January 2019: 25.77%

| Chart of Accounts Program Title           | Federal Award Identification # | Amend #        | CFDA*  | BARS Revenue Code** | Statement of Work Funding Period |          | DOH Use Only Chart of Accounts Funding Period |          | Amount      | Funding Period Sub Total | Chart of Accounts Total |
|-------------------------------------------|--------------------------------|----------------|--------|---------------------|----------------------------------|----------|-----------------------------------------------|----------|-------------|--------------------------|-------------------------|
|                                           |                                |                |        |                     | Start Date                       | End Date | Start Date                                    | End Date |             |                          |                         |
| FFY21 COVID19 Vaccine Services-CARES      | NH23IP922619                   | Amd 20         | 93.268 | 333.93.26           | 07/01/20                         | 12/31/21 | 07/01/20                                      | 12/31/21 | \$354,803   | \$369,385                | \$369,385               |
| FFY21 COVID19 Vaccine Services-CARES      | NH23IP922619                   | Amd 19, 20     | 93.268 | 333.93.26           | 07/01/20                         | 12/31/21 | 07/01/20                                      | 12/31/21 | \$14,582    |                          |                         |
| FFY17 Increasing Immunization Rates       | NH23IP000762                   | Amd 3, 4       | 93.268 | 333.93.26           | 07/01/18                         | 06/30/19 | 07/01/18                                      | 06/30/19 | \$5,600     | \$5,600                  | \$5,600                 |
| FFY20 PPHF Ops                            | NH23IP922619                   | Amd 15         | 93.268 | 333.93.26           | 07/01/19                         | 06/30/20 | 07/01/19                                      | 06/30/20 | (\$500)     | (\$500)                  | \$500                   |
| FFY20 PPHF Ops                            | NH23IP922619                   | Amd 9          | 93.268 | 333.93.26           | 07/01/19                         | 06/30/20 | 07/01/19                                      | 06/30/20 | \$500       | \$500                    |                         |
| FFY17 PPHF Ops                            | NH23IP000762                   | Amd 4          | 93.268 | 333.93.26           | 07/01/18                         | 06/30/19 | 04/01/18                                      | 06/30/19 | \$500       | \$500                    |                         |
| FFY21 VFC Ops                             | NH23IP922619                   | Amd 16         | 93.268 | 333.93.26           | 07/01/20                         | 12/31/20 | 07/01/20                                      | 06/30/21 | \$2,800     | \$2,800                  | \$10,813                |
| FFY20 VFC Ops                             | NH23IP922619                   | Amd 9          | 93.268 | 333.93.26           | 07/01/19                         | 06/30/20 | 07/01/19                                      | 06/30/20 | \$5,600     | \$5,600                  |                         |
| FFY17 VFC Ops                             | 5NH23IP000762-05-00            | N/A            | 93.268 | 333.93.26           | 01/01/18                         | 06/30/18 | 04/01/17                                      | 06/30/18 | \$2,413     | \$2,413                  |                         |
| FFY19 COVID CARES                         | NU50CK000515                   | Amd 16, 19     | 93.323 | 333.93.32           | 06/01/20                         | 12/31/21 | 06/01/20                                      | 12/31/21 | \$118,242   | \$118,242                | \$118,242               |
| FFY19 ELC COVID Ed LHIJ Allocation        | NGA Not Received               | Amd 20         | 93.323 | 333.93.32           | 01/01/21                         | 12/31/21 | 01/01/21                                      | 12/31/21 | \$349,731   | \$349,731                | \$349,731               |
| FFY20 ELC EDE LHIJ Allocation             | NGA Not Received               | Amd 20         | 93.323 | 333.93.32           | 01/15/21                         | 12/31/21 | 01/15/21                                      | 12/31/21 | \$782,083   | \$782,083                | \$782,083               |
| FFY20 CDC COVID-19 Crisis Resp LHIJ-Tribe | NU90TP922069                   | Amd 14, 19, 20 | 93.354 | 333.93.35           | 01/20/20                         | 12/31/21 | 01/01/20                                      | 12/31/21 | \$130,871   | \$130,871                | \$130,871               |
| FFY21 MCHBG LHIJ Contracts                | B0440169                       | Amd 18         | 93.994 | 333.93.99           | 10/01/20                         | 09/30/21 | 10/01/20                                      | 09/30/21 | \$66,916    | \$66,916                 | \$250,935               |
| FFY20 MCHBG LHIJ Contracts                | B04MC32578                     | Amd 10         | 93.994 | 333.93.99           | 10/01/19                         | 09/30/20 | 10/01/19                                      | 09/30/20 | \$66,916    | \$66,916                 |                         |
| FFY19 MCHBG LHIJ Contracts                | B04MC32578                     | Amd 4          | 93.994 | 333.93.99           | 10/01/18                         | 09/30/19 | 10/01/18                                      | 09/30/19 | \$66,916    | \$66,916                 |                         |
| FFY18 MCHBG LHIJ Contracts                | B04MC31524                     | N/A            | 93.994 | 333.93.99           | 01/01/18                         | 09/30/18 | 10/01/17                                      | 09/30/18 | \$50,187    | \$50,187                 |                         |
| FEMA-75 COVID LHIJ Allocation             | NGA Not Received               | Amd 19         | 97.036 | 333.97.03           | 07/01/20                         | 12/30/20 | 07/01/20                                      | 12/30/20 | (\$308,526) | \$0                      | \$0                     |
| FEMA-75 COVID LHIJ Allocation             | NGA Not Received               | Amd 17         | 97.036 | 333.97.03           | 07/01/20                         | 12/30/20 | 07/01/20                                      | 12/30/20 | \$308,526   |                          |                         |
| Zoonotics-GFS                             |                                | Amd 9          | N/A    | 334.04.91           | 07/01/19                         | 06/30/20 | 07/01/19                                      | 06/30/21 | \$2,095     | \$2,095                  | \$2,600                 |
| Zoonotics-GFS                             |                                | Amd 9          | N/A    | 334.04.91           | 06/01/19                         | 06/30/19 | 07/01/17                                      | 06/30/19 | \$505       | \$505                    |                         |
| FY20/21 COVID-19 Disaster Response Acct   |                                | Amd 14, 19     | N/A    | 334.04.92           | 01/20/20                         | 06/30/21 | 01/01/20                                      | 06/30/21 | \$119,129   | \$119,129                | \$119,129               |
| SFY2 Lead Environments of Children        |                                | Amd 8          | N/A    | 334.04.93           | 07/01/18                         | 06/30/19 | 07/01/18                                      | 06/30/19 | (\$1,000)   | \$500                    | \$2,000                 |
| SFY2 Lead Environments of Children        |                                | Amd 4          | N/A    | 334.04.93           | 07/01/18                         | 06/30/19 | 07/01/18                                      | 06/30/19 | \$1,500     |                          |                         |
| SFY1 Lead Environments of Children        |                                | Amd 1          | N/A    | 334.04.93           | 01/01/18                         | 06/30/18 | 07/01/17                                      | 06/30/18 | \$1,500     | \$1,500                  |                         |
| Rec Shellfish/Biotxin                     |                                | Amd 19         | N/A    | 334.04.93           | 07/01/19                         | 06/30/21 | 07/01/19                                      | 06/30/21 | \$1,500     | \$6,500                  | \$11,750                |
| Rec Shellfish/Biotxin                     |                                | Amd 16, 19     | N/A    | 334.04.93           | 07/01/19                         | 06/30/21 | 07/01/19                                      | 06/30/21 | \$2,000     |                          |                         |
| Rec Shellfish/Biotxin                     |                                | Amd 9, 16, 19  | N/A    | 334.04.93           | 07/01/19                         | 06/30/21 | 07/01/19                                      | 06/30/21 | \$3,000     |                          |                         |
| Rec Shellfish/Biotxin                     |                                | N/A            | N/A    | 334.04.93           | 01/01/18                         | 06/30/19 | 07/01/17                                      | 06/30/19 | \$5,250     | \$5,250                  |                         |

**EXHIBIT B-20  
ALLOCATIONS  
Contract Term 2018-2021**

**Contract Number:** CLH18239  
**Date:** January 15, 2021

Indirect Rate as of January 2018: 34.23%

Indirect Rate as of January 2019: 25.77%

| Chart of Accounts Program Title                | Federal Award Identification # | Amend #           | CFDA*      | BARS Revenue Code** | Statement of Work Funding Period |                 | DOH Use Only Chart of Accounts Funding Period |                 | Amount         | Funding Period Sub Total | Chart of Accounts Total |
|------------------------------------------------|--------------------------------|-------------------|------------|---------------------|----------------------------------|-----------------|-----------------------------------------------|-----------------|----------------|--------------------------|-------------------------|
|                                                |                                |                   |            |                     | Start Date                       | End Date        | Start Date                                    | End Date        |                |                          |                         |
| Small Onsite Management (ALEA)                 |                                | Amd 9, 19         | N/A        | 334.04.93           | 07/01/20                         | 06/30/21        | 07/01/19                                      | 06/30/21        | \$15,000       | \$15,000                 | \$104,088               |
| Small Onsite Management (ALEA)                 |                                | Amd 9             | N/A        | 334.04.93           | 07/01/19                         | 06/30/20        | 07/01/19                                      | 06/30/21        | \$45,000       | \$45,000                 |                         |
| Small Onsite Management (ALEA)                 |                                | Amd 9             | N/A        | 334.04.93           | 01/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | \$29,088       | \$44,088                 |                         |
| Small Onsite Management (ALEA)                 |                                | N/A               | N/A        | 334.04.93           | 01/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | \$15,000       |                          |                         |
| Wastewater Management-GFS                      |                                | Amd 19            | N/A        | 334.04.93           | 01/01/21                         | 06/30/21        | 07/01/19                                      | 06/30/21        | \$30,000       | \$30,000                 | \$45,912                |
| Wastewater Management-GFS                      |                                | Amd 9             | N/A        | 334.04.93           | 07/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | (\$29,088)     | \$11,213                 |                         |
| Wastewater Management-GFS                      |                                | Amd 6             | N/A        | 334.04.93           | 07/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | (\$4,699)      |                          |                         |
| Wastewater Management-GFS                      |                                | N/A               | N/A        | 334.04.93           | 07/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | \$45,000       |                          |                         |
| Wastewater Management-GFS                      |                                | Amd 6             | N/A        | 334.04.93           | 01/01/18                         | 06/30/18        | 07/01/17                                      | 06/30/19        | \$4,699        | \$4,699                  |                         |
| FPHS Funding for LHJs                          |                                | Amd 17, 19        | N/A        | 336.04.25           | 07/01/20                         | 06/30/21        | 07/01/19                                      | 06/30/21        | \$87,313       | \$129,313                | \$300,626               |
| FPHS Funding for LHJs                          |                                | Amd 10, 19        | N/A        | 336.04.25           | 07/01/20                         | 06/30/21        | 07/01/19                                      | 06/30/21        | \$42,000       |                          |                         |
| FPHS Funding for LHJs                          |                                | Amd 17            | N/A        | 336.04.25           | 07/01/19                         | 06/30/20        | 07/01/19                                      | 06/30/21        | \$87,313       | \$129,313                |                         |
| FPHS Funding for LHJs                          |                                | Amd 10            | N/A        | 336.04.25           | 07/01/19                         | 06/30/20        | 07/01/19                                      | 06/30/21        | \$42,000       |                          |                         |
| FPHS Funding for LHJs Dir                      |                                | Amd 3             | N/A        | 336.04.25           | 07/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | \$42,000       | \$42,000                 |                         |
| YR 20 SRF - Local Asst (15%) (FS) SS           |                                | Amd 3             | N/A        | 346.26.64           | 01/01/18                         | 12/31/18        | 07/01/15                                      | 12/31/18        | (\$3,000)      | \$0                      | \$0                     |
| YR 20 SRF - Local Asst (15%) (FS) SS           |                                | N/A, Amd 3        | N/A        | 346.26.64           | 01/01/18                         | 12/31/18        | 07/01/15                                      | 12/31/18        | \$3,000        |                          |                         |
| YR 21 SRF - Local Asst (15%) (FS) SS           |                                | Amd 10            | N/A        | 346.26.64           | 01/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | (\$2,800)      | \$4,200                  | \$4,200                 |
| YR 21 SRF - Local Asst (15%) (FS) SS           |                                | Amd 6, 10         | N/A        | 346.26.64           | 01/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | \$4,000        |                          |                         |
| YR 21 SRF - Local Asst (15%) (FS) SS           |                                | Amd 3, 6, 10      | N/A        | 346.26.64           | 01/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | \$3,000        |                          |                         |
| YR 22 SRF - Local Asst (15%) (FO-SW) SS        |                                | Amd 15            | N/A        | 346.26.64           | 01/01/19                         | 12/31/20        | 01/01/19                                      | 06/30/21        | (\$400)        | \$5,200                  | \$5,200                 |
| YR 22 SRF - Local Asst (15%) (FO-SW) SS        |                                | Amd 12            | N/A        | 346.26.64           | 01/01/19                         | 12/31/20        | 01/01/19                                      | 06/30/21        | \$2,800        |                          |                         |
| YR 22 SRF - Local Asst (15%) (FO-SW) SS        |                                | Amd 10, 12        | N/A        | 346.26.65           | 01/01/19                         | 12/31/20        | 01/01/19                                      | 06/30/21        | \$2,800        |                          |                         |
| <b>YR 23 SRF - Local Asst (15%) (FO-SW) SS</b> |                                | <b>Amd 20</b>     | <b>N/A</b> | <b>346.26.64</b>    | <b>01/01/21</b>                  | <b>12/31/21</b> | <b>09/01/20</b>                               | <b>06/30/21</b> | <b>\$5,600</b> | <b>\$5,600</b>           | <b>\$5,600</b>          |
| Sanitary Survey Fees (FO-SW) SS-State          |                                | Amd 15            | N/A        | 346.26.65           | 01/01/18                         | 12/31/20        | 07/01/17                                      | 06/30/21        | (\$400)        | \$9,400                  | \$9,400                 |
| Sanitary Survey Fees (FO-SW) SS State          |                                | Amd 12            | N/A        | 346.26.65           | 01/01/18                         | 12/31/20        | 07/01/17                                      | 06/30/21        | \$2,800        |                          |                         |
| Sanitary Survey Fees (FO-SW) SS State          |                                | Amd 6, 12         | N/A        | 346.26.65           | 01/01/18                         | 12/31/20        | 07/01/17                                      | 06/30/21        | \$4,000        |                          |                         |
| Sanitary Survey Fees (FO-SW) SS State          |                                | N/A, Amd 3, 6, 12 | N/A        | 346.26.65           | 01/01/18                         | 12/31/20        | 07/01/17                                      | 06/30/21        | \$3,000        |                          |                         |
| YR 20 SRF - Local Asst (15%) (FS) TA           |                                | Amd 3             | N/A        | 346.26.66           | 01/01/18                         | 12/31/18        | 07/01/17                                      | 12/31/18        | (\$2,000)      | \$0                      | \$0                     |
| YR 20 SRF - Local Asst (15%) (FS) TA           |                                | N/A, Amd 3        | N/A        | 346.26.66           | 01/01/18                         | 12/31/18        | 07/01/17                                      | 12/31/18        | \$2,000        |                          |                         |
| YR 21 SRF - Local Asst (15%) (FS) TA           |                                | Amd 10            | N/A        | 346.26.66           | 01/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | (\$3,348)      | \$652                    | \$652                   |
| YR 21 SRF - Local Asst (15%) (FS) TA           |                                | Amd 6, 10         | N/A        | 346.26.66           | 01/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | \$2,000        |                          |                         |
| YR 21 SRF - Local Asst (15%) (FS) TA           |                                | Amd 3, 6, 10      | N/A        | 346.26.66           | 01/01/18                         | 06/30/19        | 07/01/17                                      | 06/30/19        | \$2,000        |                          |                         |

**EXHIBIT B-20  
ALLOCATIONS  
Contract Term 2018-2021**

**Contract Number:** CLH18239  
**Date:** January 15, 2021

Indirect Rate as of January 2018: 34.23%

Indirect Rate as of January 2019: 25.77%

| Chart of Accounts Program Title         | Federal Award Identification # | Amend #    | CFDA * | BARS Revenue Code** | Statement of Work Funding Period |          | DOH Use Only Chart of Accounts Funding Period |          | Amount             | Funding Period Sub Total | Chart of Accounts Total |
|-----------------------------------------|--------------------------------|------------|--------|---------------------|----------------------------------|----------|-----------------------------------------------|----------|--------------------|--------------------------|-------------------------|
|                                         |                                |            |        |                     | Start Date                       | End Date | Start Date                                    | End Date |                    |                          |                         |
| YR 22 SRF - Local Asst (15%) (FO-SW) TA |                                | Amd 15     | N/A    | 346.26.66           | 01/01/19                         | 12/31/20 | 01/01/19                                      | 06/30/21 | (\$1,358)          | \$2,642                  | \$2,642                 |
| YR 22 SRF - Local Asst (15%) (FO-SW) TA |                                | Amd 12     | N/A    | 346.26.66           | 01/01/19                         | 12/31/20 | 01/01/19                                      | 06/30/21 | \$2,000            |                          |                         |
| YR 22 SRF - Local Asst (15%) (FO-SW) TA |                                | Amd 10, 12 | N/A    | 346.26.66           | 01/01/19                         | 12/31/20 | 01/01/19                                      | 06/30/21 | \$2,000            |                          |                         |
| YR 23 SRF - Local Asst (15%) (FO-SW) TA |                                | Amd 20     | N/A    | 346.26.66           | 01/01/21                         | 12/31/21 | 09/01/20                                      | 06/30/21 | \$1,000            | \$1,000                  | \$1,000                 |
| <b>TOTAL</b>                            |                                |            |        |                     |                                  |          |                                               |          | <b>\$7,273,948</b> | <b>\$7,273,948</b>       |                         |
| <b>Total consideration:</b>             | <b>\$5,780,731</b>             |            |        |                     |                                  |          |                                               |          |                    | <b>GRAND TOTAL</b>       | <b>\$7,273,948</b>      |
|                                         | <b>\$1,493,217</b>             |            |        |                     |                                  |          |                                               |          |                    |                          |                         |
| <b>GRAND TOTAL</b>                      | <b>\$7,273,948</b>             |            |        |                     |                                  |          |                                               |          |                    | <b>Total Fed</b>         | <b>\$6,659,149</b>      |
|                                         |                                |            |        |                     |                                  |          |                                               |          |                    | <b>Total State</b>       | <b>\$614,799</b>        |

\*Catalog of Federal Domestic Assistance

\*\*Federal revenue codes begin with "333". State revenue codes begin with "334".

# Exhibit C-19 Schedule of Federal Awards

AMENDMENT #20

Date: January 15, 2021

CLALLAM COUNTY-HEALTH & HUMAN-SWV0000200-00  
 CONTRACT CLH18239-Clallam County Health & Human Services  
 CONTRACT PERIOD: 01/01/2018-12/31/2021

| Chart of Account Program Title        | BARS      | DOH<br>Federal<br>Award Date | Total Amt<br>Federal<br>Award | Allocation Period<br>Start<br>Date | End<br>Date | Contract Amt | CFDA   | CFDA Program Title                                                            | Federal Agency Name                                     | Federal Award<br>Identification Number | Federal Grant Award Name                        |
|---------------------------------------|-----------|------------------------------|-------------------------------|------------------------------------|-------------|--------------|--------|-------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------|-------------------------------------------------|
| FFY22 USDA WIC CLIENT SVS CONTRACTS   | 333.10.55 | NGA Not<br>Received          | NGA Not<br>Received           | 10/01/21                           | 12/31/21    | \$60,995     | 10.557 | Special Supplemental Nutrition<br>Program for Women, Infants, and<br>Children | Department of Agriculture Food<br>and Nutrition Service | NGA Not Received                       | NGA Not Received                                |
| FFY21 USDA WIC PROGRAM MGMT CSS       | 333.10.55 | 10/01/20                     | \$11,664,919                  | 10/01/20                           | 09/30/21    | \$2,450      | 10.557 | Special Supplemental Nutrition<br>Program for Women, Infants, and<br>Children | Department of Agriculture Food<br>and Nutrition Service | 217WAWA7W1003                          | WOMEN, INFANTS AND CHILDREN<br>(2 YR)           |
| FFY21 USDA WIC CLIENT SVS CONTRACTS   | 333.10.55 | 10/01/20                     | \$11,664,919                  | 10/01/20                           | 09/30/21    | \$243,735    | 10.557 | Special Supplemental Nutrition<br>Program for Women, Infants, and<br>Children | Department of Agriculture Food<br>and Nutrition Service | 217WAWA7W1003                          | WOMEN, INFANTS AND CHILDREN<br>(2 YR)           |
| FFY20 USDA WIC NUTRITION ED           | 333.10.55 | 10/01/19                     | \$6,161,312                   | 10/01/19                           | 09/30/20    | \$1,665      | 10.557 | Special Supplemental Nutrition<br>Program for Women, Infants, and<br>Children | Department of Agriculture Food<br>and Nutrition Service | 207WAWA7W1003                          | WOMEN, INFANTS AND CHILDREN                     |
| FFY20 USDA WIC CLIENT SVS CONTRACTS   | 333.10.55 | 10/01/19                     | \$6,161,312                   | 10/01/19                           | 09/30/20    | \$288,085    | 10.557 | Special Supplemental Nutrition<br>Program for Women, Infants, and<br>Children | Department of Agriculture Food<br>and Nutrition Service | 207WAWA7W1003                          | WOMEN, INFANTS AND CHILDREN                     |
| FFY19 CSS USDA WIC PROGRAM MGMT       | 333.10.55 | 10/01/17                     | \$40,101,357                  | 10/01/18                           | 09/30/19    | \$242,380    | 10.557 | Special Supplemental Nutrition<br>Program for Women, Infants, and<br>Children | Department of Agriculture Food<br>and Nutrition Service | 187WAWA7W1003                          | WOMEN, INFANTS AND CHILDREN                     |
| FFY18 CSS USDA WIC PROGRAM MGMT       | 333.10.55 | 10/02/17                     | \$27,576,710                  | 01/01/18                           | 09/30/18    | \$180,990    | 10.557 | Special Supplemental Nutrition<br>Program for Women, Infants, and<br>Children | Department of Agriculture Food<br>and Nutrition Service | 187WAWA7W1003                          | USDA-WIC ADMIN                                  |
| FFY20 USDA FMNP PROG MGMT             | 333.10.57 | 10/01/19                     | \$129,791                     | 10/01/19                           | 09/30/20    | \$555        | 10.572 | WIC Farmers' Market Nutrition<br>Program (FMNP)                               | Department of Agriculture-Food<br>and Nutrition Service | 207WAWA7Y8604                          | COMMODITY ASSISTANCE<br>PROGRAM                 |
| FFY19 CSS USDA FMNP PROG MGMT         | 333.10.57 | 10/01/18                     | \$130,973                     | 01/01/19                           | 09/30/19    | \$615        | 10.572 | WIC Farmers' Market Nutrition<br>Program (FMNP)                               | Department of Agriculture-Food<br>and Nutrition Service | 197WAWA7Y8604                          | COMMODITY ASSISTANCE<br>PROGRAM                 |
| FFY18 CSS USDA FMNP PROG MGMT         | 333.10.57 | 10/01/17                     | \$86,117                      | 01/01/18                           | 09/30/18    | \$611        | 10.572 | WIC Farmers' Market Nutrition<br>Program (FMNP)                               | Department of Agriculture Food<br>and Nutrition Service | 187WAWA7Y8604                          | COMMODITY ASSISTANCE<br>PROGRAM                 |
| FFY19 MIS TECH GRANT                  | 333.10.57 | 01/28/19                     | \$2,209,026                   | 10/01/19                           | 09/30/20    | \$1,310      | 10.578 | WIC Grants to States (WGS)                                                    | Department of Agriculture Food<br>and Nutrition Service | 197WAWA1G5212                          | WIC CONTINGECY                                  |
| FFY16 CASCADES USDA WIC PROG MGMT-MIS | 333.10.57 | 03/11/16                     | \$2,224,476                   | 10/01/18                           | 09/30/19    | \$3,510      | 10.578 | WIC Grants to States (WGS)                                                    | Department of Agriculture Food<br>and Nutrition Service | 16157WAWA6W522                         | WOMEN, INFANTS AND CHILDREN<br>WIC SAM PROJECTS |
| SS COMMUNITY OUTREACH PN              | 333.21.01 | NGA Not<br>Received          | NGA Not<br>Received           | 07/01/20                           | 12/30/20    | \$20,000     | 21.019 | Coronavirus Relief Fund                                                       | Department of the Treasury                              | NGA Not Received                       | NGA Not Received                                |
| COVID LHJ OFM ALLOCATION-CARES        | 333.21.01 | NGA Not<br>Received          | NGA Not<br>Received           | 03/01/20                           | 06/30/21    | \$1,520,200  | 21.019 | Coronavirus Relief Fund                                                       | Department of the Treasury                              | NGA Not Received                       | NGA Not Received                                |
| BITV-COVID ED LHJ ALLOCATION-CARES    | 333.21.01 | NGA Not<br>Received          | NGA Not<br>Received           | 07/01/20                           | 12/30/21    | \$411,368    | 21.019 | Coronavirus Relief Fund                                                       | Department of the Treasury                              | NGA Not Received                       | NGA Not Received                                |

# Exhibit C-19 Schedule of Federal Awards

AMENDMENT #20

Date: January 15, 2021

CLALLAM COUNTY-HEALTH & HUMAN-SWV0000200-00  
 CONTRACT CLH18239-Clallam County Health & Human Services  
 CONTRACT PERIOD: 01/01/2018-12/31/2021

| Chart of Account Program Title           | BARS      | DOH<br>Federal<br>Award Date | Total Amt<br>Federal<br>Award | Allocation Period<br>Start<br>Date | End<br>Date | Contract Amt | CFDA   | CFDA Program Title                                                                               | Federal Agency Name                                                                                                                   | Federal Award<br>Identification Number | Federal Grant Award Name                                                                              |
|------------------------------------------|-----------|------------------------------|-------------------------------|------------------------------------|-------------|--------------|--------|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-------------------------------------------------------------------------------------------------------|
| PS SSI 1-5 PIC TASK 4                    | 333.66.12 | 08/02/16                     | \$5,000,000                   | 01/01/18                           | 12/31/21    | \$518,447    | 66.123 | Puget Sound Action Agenda:<br>Technical Investigations and<br>Implementation Assistance Program  | Environmental Protection Agency<br>Region 10                                                                                          | 01J18001                               | PUGET SOUND SHELLFISH<br>STRATEGIC INITIATIVE LEAD                                                    |
| PS SSI 1-5 OSS TASK 4                    | 333.66.12 | 08/02/16                     | \$5,000,000                   | 01/01/18                           | 12/31/21    | \$393,700    | 66.123 | Puget Sound Action Agenda:<br>Technical Investigations and<br>Implementation Assistance Program  | Environmental Protection Agency<br>Region 10                                                                                          | 01J18001                               | PUGET SOUND SHELLFISH<br>STRATEGIC INITIATIVE LEAD                                                    |
| PS SSI 1-5 BEACH TASK 4                  | 333.66.12 | 08/02/16                     | \$9,200,000                   | 03/01/18                           | 10/31/19    | \$9,400      | 66.123 | Puget Sound Action Agenda:<br>Technical Investigations and<br>Implementation Assistance Program  | Environmental Protection Agency<br>Region 10                                                                                          | 01J18001                               | PUGET SOUND SHELLFISH<br>STRATEGIC INITIATIVE LEAD                                                    |
| FFY20 SWIMMING BEACH ACT GRANT IAR (ECY) | 333.66.47 | NGA Not<br>Received          | NGA Not<br>Received           | 03/01/20                           | 10/31/20    | \$8,100      | 66.472 | Beach Monitoring and Notification<br>Program Implementation Grants                               | Environmental Protection Agency<br>Office of Water                                                                                    | NGA Not Received                       | NGA Not Received                                                                                      |
| FFY19 SWIMMING BEACH ACT GRANT IAR (ECY) | 333.66.47 | 12/01/18                     | \$91,991                      | 03/01/19                           | 10/31/19    | \$5,400      | 66.472 | Beach Monitoring and Notification<br>Program Implementation Grants                               | Environmental Protection Agency<br>Office of Water                                                                                    | 01J49701                               | MARINE SWIMMING BEACH<br>MONITORING AND PUBLIC<br>NOTIFICATION                                        |
| FFY18 SWIMMING BEACH ACT GRANT IAR (ECY) | 333.66.47 | 12/15/17                     | \$91,990                      | 03/01/18                           | 10/31/18    | \$5,400      | 66.472 | Beach Monitoring and Notification<br>Program Implementation Grants                               | Environmental Protection Agency<br>Office of Water                                                                                    | 00J75501                               | MARINE SWIMMING BEACH<br>MONITORING AND PUBLIC<br>NOTIFICATION                                        |
| FFY20 PHEP BP2 LHJ FUNDING               | 333.93.06 | 06/12/20                     | \$11,365,797                  | 07/01/20                           | 06/30/21    | \$58,979     | 93.069 | Public Health Emergency<br>Preparedness                                                          | Department of Health and Human<br>Services Centers for Disease<br>Control and Prevention                                              | NU90TP922043                           | PUBLIC HEALTH EMERGENCY<br>PREPAREDNESS (PHEP)<br>COOPERATIVE AGREEMENT                               |
| FFY19 PHEP BP1 LHJ FUNDING               | 333.93.06 | 06/29/19                     | \$11,307,904                  | 07/01/19                           | 06/30/20    | \$58,979     | 93.069 | Public Health Emergency<br>Preparedness                                                          | Department of Health and Human<br>Services Centers for Disease<br>Control and Prevention                                              | NU90TP922043                           | PUBLIC HEALTH EMERGENCY<br>PREPAREDNESS (PHEP)<br>COOPERATIVE AGREEMENT                               |
| FFY18 EPR PHEP BP1 SUPP LHJ FUNDING      | 333.93.06 | 08/01/18                     | \$11,062,782                  | 07/01/18                           | 06/30/19    | \$58,979     | 93.069 | Public Health Emergency<br>Preparedness                                                          | Department of Health and Human<br>Services Centers for Disease<br>Control and Prevention                                              | NU90TP921889-01                        | HOSPITAL PREPAREDNESS<br>PROGRAM AND PUBLIC HEALTH<br>EMERGENCY PREPAREDNESS<br>COOPERATIVE AGREEMENT |
| FFY17 EPR PHEP BP1 LHJ FUNDING           | 333.93.06 | 07/18/17                     | \$11,062,782                  | 01/01/18                           | 06/30/18    | \$44,198     | 93.069 | Public Health Emergency<br>Preparedness                                                          | Department of Health and Human<br>Services Centers for Disease<br>Control and Prevention                                              | NU90TP921889-01                        | HPP AND PHEP COOPERATIVE<br>AGREEMENT                                                                 |
| FFY20 OVERDOSE DATA TO ACTION PREV       | 333.93.13 | 11/06/20                     | \$4,390,240                   | 09/01/20                           | 08/31/21    | \$116,054    | 93.136 | Injury Prevention and Control<br>Research and State and Community<br>Based Programs              | Department of Health and Human<br>Services Centers for Disease<br>Control and Prevention                                              | NU17CE925007                           | WASHINGTON STATE DEPARTMENT<br>OF HEALTH OVERDOSE DATA TO<br>ACTION                                   |
| FFY19 OVERDOSE DATA TO ACTION PREV       | 333.93.13 | 08/12/19                     | \$4,390,240                   | 09/01/19                           | 08/31/20    | \$60,860     | 93.136 | Injury Prevention and Control<br>Research and State and Community<br>Based Programs              | Department of Health and Human<br>Services-Centers for Disease<br>Control and Prevention-National<br>Center for Injury Prevention and | NU17CE925007                           | WASHINGTON STATE DEPARTMENT<br>OF HEALTH OVERDOSE DATA TO<br>ACTION                                   |
| FFY18 PRESCRIPTION DRUG OD-SUPP          | 333.93.13 | 05/31/17                     | \$6,223,623                   | 09/01/18                           | 08/31/19    | \$57,707     | 93.136 | Injury Prevention and Control<br>Research and State and Community<br>Based Programs              | Department of Health and Human<br>Services Centers for Disease<br>Control and Prevention                                              | NU17CE002734                           | PRESCRIPTION DRUG OVERDOSE<br>FOR STATES                                                              |
| FFY17 PRESCRIPTION DRUG OD-SUPP          | 333.93.13 | 03/16/16                     | \$4,031,632                   | 01/01/18                           | 08/31/18    | \$41,400     | 93.136 | Injury Prevention and Control<br>Research and State and Community<br>Based Programs              | Department of Health and Human<br>Services Centers for Disease<br>Control and Prevention                                              | U17CE002734                            | PRESCRIPTION DRUG OVERDOSE<br>FOR STATES                                                              |
| FFY18 SUICIDE PREVENTION WORKS           | 333.93.24 | 09/30/14                     | \$3,679,752                   | 09/30/18                           | 09/29/19    | \$120,000    | 93.243 | Substance Abuse and Mental<br>Health Services_Prospects of<br>Regional and National Significance | Department of Health and Human<br>Services Substance Abuse and<br>Mental Health Services<br>Administration                            | U79SM061734                            | SUICIDE PREVENTION WORKS                                                                              |

# Exhibit C-19 Schedule of Federal Awards

AMENDMENT #20

Date: January 15, 2021

CLALLAM COUNTY-HEALTH & HUMAN-SWV0000200-00  
 CONTRACT CLH18239-Clallam County Health & Human Services  
 CONTRACT PERIOD: 01/01/2018-12/31/2021

| Chart of Account Program Title           | BARS      | DOH<br>Federal<br>Award Date | Total Amt<br>Federal<br>Award | Allocation Period<br>Start<br>Date End<br>Date | Contract Amt | CFDA   | CFDA Program Title                                                                                                         | Federal Agency Name                                                                               | Federal Award<br>Identification Number | Federal Grant Award Name                                                                               |
|------------------------------------------|-----------|------------------------------|-------------------------------|------------------------------------------------|--------------|--------|----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|----------------------------------------|--------------------------------------------------------------------------------------------------------|
| FFY17 SUICIDE PREVENTION WORKS           | 333.93.24 | 09/30/14                     | \$2,943,772                   | 03/01/18 09/29/18                              | \$100,000    | 93.243 | Substance Abuse and Mental Health Services Projects of Regional and National Significance                                  | Department of Health and Human Services Substance Abuse and Mental Health Services Administration | SM061734                               | SUICIDE PREVENTION WORKS                                                                               |
| FFY21 VFC OPS                            | 333.93.26 | 07/01/20                     | \$9,082,252                   | 07/01/20 12/31/20                              | \$2,800      | 93.268 | Immunization Cooperative Agreements                                                                                        | Department of Health and Human Services Centers for Disease Control and Prevention                | NH23IP922619                           | IMMUNIZATION GRANT AND VACCINES FOR CHILDREN PROGRAM                                                   |
| FFY21 COVID19 VACCINE SERVICES-CARES     | 333.93.26 | 01/15/21                     | \$68,807,053                  | 07/01/20 12/31/21                              | \$369,385    | 93.268 | Immunization Cooperative Agreements                                                                                        | Department of Health and Human Services Centers for Disease Control and Prevention                | NH23IP922619                           | IMMUNIZATION GRANT AND VACCINES FOR CHILDREN PROGRAM                                                   |
| FFY20 VFC OPS                            | 333.93.26 | 07/01/19                     | \$9,234,835                   | 07/01/19 06/30/20                              | \$5,600      | 93.268 | Immunization Cooperative Agreements                                                                                        | Department of Health and Human Services Centers for Disease Control and Prevention                | NH23IP922619                           | IMMUNIZATION GRANT AND VACCINES FOR CHILDREN PROGRAM                                                   |
| FFY17 VFC OPS                            | 333.93.26 | 03/03/17                     | \$1,201,605                   | 01/01/18 06/30/18                              | \$2,413      | 93.268 | Immunization Cooperative Agreements                                                                                        | Department of Health and Human Services Centers for Disease Control and Prevention                | 5NH23IP000762-05-00                    | IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM                                                 |
| FFY17 PPHF OPS                           | 333.93.26 | 06/29/18                     | \$3,634,512                   | 07/01/18 06/30/19                              | \$500        | 93.268 | Immunization Cooperative Agreements                                                                                        | Department of Health and Human Services Centers for Disease Control and Prevention                | NH23IP000762                           | IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM                                                 |
| FFY17 INCREASING IMMUNIZATION RATES      | 333.93.26 | 06/29/18                     | \$1,722,443                   | 07/01/18 06/30/19                              | \$5,600      | 93.268 | Immunization Cooperative Agreements                                                                                        | Department of Health and Human Services Centers for Disease Control and Prevention                | NH23IP000762                           | IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM                                                 |
| FFY17 AFIX                               | 333.93.26 | 03/03/17                     | \$1,672,289                   | 01/01/18 06/30/18                              | \$3,640      | 93.268 | Immunization Cooperative Agreements                                                                                        | Department of Health and Human Services Centers for Disease Control and Prevention                | 5NH23IP000762-05-00                    | IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM                                                 |
| FFY17 317 OPS                            | 333.93.26 | 03/03/17                     | \$575,969                     | 01/01/18 06/30/18                              | \$1,277      | 93.268 | Immunization Cooperative Agreements                                                                                        | Department of Health and Human Services Centers for Disease Control and Prevention                | 5NH23IP000762-05-00                    | IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM                                                 |
| FFY20 ELC EDE LHJ ALLOCATION             | 333.93.32 | NGA Not Received             | NGA Not Received              | 01/15/21 12/31/21                              | \$782,083    | 93.323 | Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)-Building and Strengthening Epidemiology, Laboratory and | Department of Health and Human Services Centers for Disease Control and Prevention                | NGA Not Received                       | NGA Not Received                                                                                       |
| FFY19 ELC COVID ED LHJ ALLOCATION        | 333.93.32 | NGA Not Received             | NGA Not Received              | 01/01/21 12/31/21                              | \$349,731    | 93.323 | Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)-Building and Strengthening Epidemiology, Laboratory and | Department of Health and Human Services Centers for Disease Control and Prevention                | NGA Not Received                       | NGA Not Received                                                                                       |
| FFY19 COVID CARES                        | 333.93.32 | 04/23/20                     | \$22,561,799                  | 06/01/20 12/31/21                              | \$118,242    | 93.323 | Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)-Building and Strengthening Epidemiology, Laboratory and | Department of Health and Human Services Centers for Disease Control and Prevention                | NU50CK000515                           | EPIDEMIOLOGY & LABORATORY CAPACITY FOR INFECTIOUS DISEASES (ELC)-BUILDING & STRENGTHENING EPIDEMIOLOGY |
| FFY20 CDC COVID-19 CRISIS RESP LHJ-TRIBE | 333.93.35 | 03/16/20                     | \$13,230,799                  | 01/20/20 12/31/21                              | \$130,871    | 93.354 | Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response              | Department of Health and Human Services Centers for Disease Control and Prevention                | NU90TP922069                           | CDC COOPERATIVE AGREEMENT FOR EMERGENCY RESPONSE: PUBLIC HEALTH CRISIS RESPONSE CDC-RFA-TP18-1802      |
| FFY21 MCHBG LHJ CONTRACTS                | 333.93.99 | 02/08/21                     | \$2,662,201                   | 10/01/20 09/30/21                              | \$66,916     | 93.994 | Maternal and Child Health Services Block Grant to the States                                                               | Department of Health and Human Services Health Resources and Services Administration              | B0440169                               | MATERNAL AND CHILD HEALTH SERVICES BLOCK GRANT                                                         |
| FFY20 MCHBG LHJ CONTRACTS                | 333.93.99 | 11/14/18                     | \$2,225,977                   | 10/01/19 09/30/20                              | \$66,916     | 93.994 | Maternal and Child Health Services Block Grant to the States                                                               | Department of Health and Human Services Health Resources and Services Administration              | B04MC32578                             | MATERNAL AND CHILD HEALTH SERVICES BLOCK GRANT                                                         |

# Exhibit C-19 Schedule of Federal Awards

AMENDMENT #20

Date: January 15, 2021

CLALLAM COUNTY-HEALTH & HUMAN-SWV0000200-00  
 CONTRACT CLH18239-Clallam County Health & Human Services  
 CONTRACT PERIOD: 01/01/2018-12/31/2021

| Chart of Account Program Title | BARS      | DOH<br>Federal<br>Award Date | Total Amt<br>Federal<br>Award | Allocation Period |          | Contract Amt | CFDA   | CFDA Program Title                                              | Federal Agency Name                                                                        | Federal Award<br>Identification Number | Federal Grant Award Name                          |
|--------------------------------|-----------|------------------------------|-------------------------------|-------------------|----------|--------------|--------|-----------------------------------------------------------------|--------------------------------------------------------------------------------------------|----------------------------------------|---------------------------------------------------|
| FFY19 MCHBG LHJ CONTRACTS      | 333 93 99 | 11/14/18                     | \$2,225,977                   | 10/01/18          | 09/30/19 | \$66,916     | 93 994 | Maternal and Child Health Services<br>Block Grant to the States | Department of Health and Human<br>Services Health Resources and<br>Services Administration | B04MC32578                             | MATERNAL AND CHILD HEALTH<br>SERVICES BLOCK GRANT |
| FFY18 MCHBG LHJ CONTRACTS      | 333 93 99 | 10/20/17                     | \$1,650,526                   | 01/01/18          | 09/30/18 | \$50,187     | 93 994 | Maternal and Child Health Services<br>Block Grant to the States | Department of Health and Human<br>Services Health Resources and<br>Services Administration | B04MC31524                             | MATERNAL AND CHILD HEALTH<br>SERVICES             |
| TOTAL                          |           |                              |                               |                   |          | \$6,659,149  |        |                                                                 |                                                                                            |                                        |                                                   |

# CLALLAM COUNTY BUDGET CHANGE FORM **COPY**



Date Submitted: 4/21/21

Budget Hearing/Meeting Date: 5/25/21

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

|                          |           |             |                          |
|--------------------------|-----------|-------------|--------------------------|
| Budget Number xxxxx.xxx. | 00100.511 | Budget Name | HHS Environmental Health |
|--------------------------|-----------|-------------|--------------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME       | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION       | AMOUNT |
|-----------------------------|-----------------|------------------------------|---------------------------|--------|
| 00100.511                   | HHS Env. Health | 34626.64.0000                | Group A Water SS – Part 1 | 2,800  |
| 00100.511                   | HHS Env. Health | 34626.65.0000                | Group A Water SS – Part 2 | 2,800  |
| 00100.511                   | HHS Env. Health | 34626.66.0000                | Group A Water TA          | 1,000  |
|                             |                 |                              |                           |        |
|                             |                 |                              |                           |        |
| Total                       |                 |                              |                           | 6,600  |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME             | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT |
|-----------------------------|-----------------------|------------------------------|---------------------|--------|
| 11301.511                   | HHS Env. Health       | 56252.31.0010                | Office Supplies     | 500    |
| 11301.511                   | HHS Env. Health       | 56252.31.0075                | Laboratory Supplies | 1,500  |
| 00100.293                   | General Fund Reserves | 50800.00.0000                | Ending Fund Balance | 4,600  |
|                             |                       |                              |                     |        |
|                             |                       |                              |                     |        |
|                             |                       |                              |                     |        |
|                             |                       |                              |                     |        |
| Total                       |                       |                              |                     | 6,600  |

Revenue/Source and Expenditure totals must agree.

## REASON FOR BUDGET ACTION:

Department of Health Consolidated Contract Amendment #20 adds \$6,600 for water system technical assistance and sanitary surveys.

County Official Approval: \_\_\_\_\_

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

# CLALLAM COUNTY BUDGET CHANGE FORM

# COPY



Date Submitted: 4/21/21

Budget Hearing/Meeting Date: 5/25/21

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

|                          |           |             |                    |
|--------------------------|-----------|-------------|--------------------|
| Budget Number xxxxx.xxx. | 00100.513 | Budget Name | HHS Administration |
|--------------------------|-----------|-------------|--------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION          | AMOUNT |
|-----------------------------|-----------|------------------------------|------------------------------|--------|
| 00100.513                   | HHS Admin | 33393.26.8015                | DOH Covid19 Vaccine Services | 40,000 |
| 00100.513                   | HHS Admin | (new number)                 | ELC Covid ED LHJ             | 10,000 |
| 00100.513                   | HHS Admin | (new number)                 | ELC Covid EDE LHJ            | 10,000 |
|                             |           |                              |                              |        |
|                             |           |                              |                              |        |
| Total                       |           |                              |                              | 60,000 |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME             | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT |
|-----------------------------|-----------------------|------------------------------|---------------------|--------|
| 00100.513                   | HHS Admin             | 56210.10.0500                | Overtime            | 10,000 |
| 00100.293                   | General Fund Reserves | 50800.00.0000                | Ending Fund Balance | 50,000 |
|                             |                       |                              |                     |        |
|                             |                       |                              |                     |        |
|                             |                       |                              |                     |        |
|                             |                       |                              |                     |        |
| Total                       |                       |                              |                     | 60,000 |

Revenue/Source and Expenditure totals must agree.

## REASON FOR BUDGET ACTION:

Department of Health Consolidated Contract amendment #20 is adding funding to provide covid-19 services.

County Official Approval: 

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

# CLALLAM COUNTY BUDGET CHANGE FORM

# COPY



Date Submitted: 4/21/21

Budget Hearing/Meeting Date: 5/25/21

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

|                          |           |             |                |
|--------------------------|-----------|-------------|----------------|
| Budget Number xxxxx.xxx. | 11301.511 | Budget Name | HHS Operations |
|--------------------------|-----------|-------------|----------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION          | AMOUNT    |
|-----------------------------|-----------|------------------------------|------------------------------|-----------|
| 11301.511                   | HHS OPS   | 33393.26.8015                | DOH Covid19 Vaccine Services | 254,803   |
| 11301.511                   | HHS OPS   |                              | ELC Covid ED LHJ             | 249,731   |
| 11301.511                   | HHS OPS   |                              | ELC Covid EDE LHJ            | 862,083   |
|                             |           |                              |                              |           |
|                             |           |                              |                              |           |
| Total                       |           |                              |                              | 1,366,617 |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION    | AMOUNT    |
|-----------------------------|-----------|------------------------------|------------------------|-----------|
| 11301.511                   | HHS OPS   | 50800.00.0000                | Ending Fund Balance    | 300,000   |
| 11301.511                   | HHS OPS   | 56210.1.0500                 | Overtime               | 10,000    |
| 11301.511                   | HHS OPS   | 56230.41.0020                | Professional Services  | 897,317   |
| 11301.511                   | HHS OPS   | 56230.41.4410                | Advertising            | 35,000    |
| 11301.511                   | HHS OPS   | 56230.45.0010                | Building Office Rental | 60,000    |
| 11301.511                   | HHS OPS   | 56230.47.0090                | Utilities              | 15,000    |
| 11301.511                   | HHS OPS   | 56230.42.0010                | Telephone              | 300       |
| 11301.511                   | HHS OPS   |                              | IT Capital             | 5,000     |
| 11301.511                   | HHS OPS   |                              | Capital                | 4,000     |
| 11301.511                   | HHS OPS   | 56230.31.0020                | Operating Supplies     | 15,000    |
| 11301.511                   | HHS OPS   | 56230.31.0010                | Office Supplies        | 20,000    |
| 11301.511                   | HHS OPS   | 56230.49.0065                | License Renewal        | 5,000     |
|                             |           |                              |                        |           |
|                             |           |                              |                        |           |
| Total                       |           |                              |                        | 1,366,617 |

Revenue/Source and Expenditure totals must agree.

## REASON FOR BUDGET ACTION:

Department of Health Consolidated Contract amendment #20 is adding funding to provide covid-19 services.

County Official Approval:

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

# CLALLAM COUNTY BUDGET CHANGE FORM

# COPY



Date Submitted: 4/21/21 Budget Hearing/Meeting Date: 5/25/21

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

|                          |           |             |                          |
|--------------------------|-----------|-------------|--------------------------|
| Budget Number xxxxx.xxx. | 00100.511 | Budget Name | HHS Environmental Health |
|--------------------------|-----------|-------------|--------------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME       | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION          | AMOUNT |
|-----------------------------|-----------------|------------------------------|------------------------------|--------|
| 00100.511                   | HHS Env. Health | 33393.26.8015                | DOH Covid19 Vaccine Services | 40,000 |
| 00100.511                   | HHS Env. Health | (new number)                 | ELC Covid ED LHJ             | 10,000 |
| 00100.511                   | HHS Env. Health | (new number)                 | ELC Covid EDE LHJ            | 10,000 |
|                             |                 |                              |                              |        |
| Total                       |                 |                              |                              | 60,000 |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME             | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT |
|-----------------------------|-----------------------|------------------------------|---------------------|--------|
| 00100.511                   | HHS Env. Health       | 56252.10.0500                | Overtime            | 2,000  |
| 00100.511                   | HHS Env. Health       | 56256.10.0500                | Overtime            | 3,000  |
| 00100.511                   | HHS Env. Health       | 56254.10.0500                | Overtime            | 3,000  |
| 00100.511                   | HHS Env. Health       | 56260.10.0500                | Overtime            | 2,000  |
| 00100.293                   | General Fund Reserves | 50800.00.0000                | Ending Fund Balance | 50,000 |
|                             |                       |                              |                     |        |
|                             |                       |                              |                     |        |
|                             |                       |                              |                     |        |
|                             |                       |                              |                     |        |
| Total                       |                       |                              |                     | 60,000 |

Revenue/Source and Expenditure totals must agree.

## REASON FOR BUDGET ACTION:

Department of Health Consolidated Contract amendment #20 is adding funding to provide covid-19 services.

County Official Approval:

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)



## AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

3a  
4/27/21

**Department: BOCC**

**WORK SESSION** ☒ **Meeting Date: 04-19-21**

**REGULAR AGENDA** ☒ **Meeting Date: 04-27-21**

**Item summary:**

- |                                                |                                                              |                                      |
|------------------------------------------------|--------------------------------------------------------------|--------------------------------------|
| <input type="checkbox"/> Call for Hearing      | <input type="checkbox"/> Contract/Agreement/MOU - Contract # |                                      |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Proclamation                        | <input type="checkbox"/> Budget Item |
| <input type="checkbox"/> Draft Ordinance       | <input type="checkbox"/> Final Ordinance                     | <input type="checkbox"/> Other       |

Documents exempt from public disclosure attached: ☐

**Executive summary:**

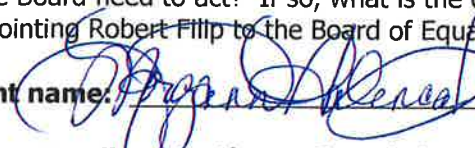
A vacancy exists on the Board of Equalization due to the expiration of a term. Notice of the vacancy was issued to the press February 2021 to solicit applications. The current member with an expiring term was contacted to determine if he wished to be considered for reappointment.

The member whose term is expiring indicated in writing that he wished to be reappointed. One other application was received.

Commissioner Mark Ozias interviewed both applicants and endorses the reappointment of Robert Filip to the Board of Equalization.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐  
None

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Approve and sign resolution reappointing Robert Filip to the Board of Equalization.

**County Official signature & print name:**  Morgann Halencak, Deputy Clerk

**Name of Employee/Stakeholder attending meeting:** Commissioner Mark Ozias

**Relevant Departments:** BOCC

**Date submitted:** 04-13-21

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Reappointing Robert Filip 04-27-21  
Revised: 3-04-2019



RESOLUTION \_\_\_\_\_, 2021

APPOINTING A MEMBER TO THE CLALLAM COUNTY BOARD OF EQUALIZATION

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Board of Equalization due to the expiration of a term.
2. Notice of the vacancy was issued to the press February 2021 to solicit applications. The current member with an expiring term was contacted to determine if he wished to be considered for reappointment.
3. The member whose term is expiring indicated in writing that he wished to be reappointed. One other application was received.
4. Commissioner Mark Ozias interviewed both applicants and endorses the reappointment of Robert Filip to the Board of Equalization.

NOW, THEREFORE, BE IT RESOLVED by the Clallam County Commissioners, in consideration of the above findings of fact:

1. **Robert Filip** is reappointed to the District I position of the Board of Equalization for a term expiring May 1, 2024.

PASSED AND ADOPTED this twenty-seventh day of April 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

\_\_\_\_\_  
Mark Ozias, Chair

\_\_\_\_\_  
Randy Johnson

ATTEST:

\_\_\_\_\_  
Loni Gores, Clerk of the Board

\_\_\_\_\_  
Bill Peach

c: A22.158  
Appointee  
Board of Equalization



## AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

49  
4/27/20

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 04/27/21

Required originals approved and attached? ☐  
Will be provided on:

**Item summary:**

- |                                                |                                                              |                                      |
|------------------------------------------------|--------------------------------------------------------------|--------------------------------------|
| <input type="checkbox"/> Call for Hearing      | <input type="checkbox"/> Contract/Agreement/MOU - Contract # |                                      |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Proclamation                        | <input type="checkbox"/> Budget Item |
| <input type="checkbox"/> Draft Ordinance       | <input type="checkbox"/> Final Ordinance                     | <input type="checkbox"/> Other       |

Documents exempt from public disclosure attached: ☐

**Executive summary:**

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget reductions on April 27, 2021.

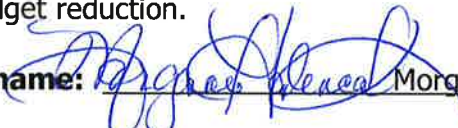
Budget reductions – a reduction in revenues and/or expenditures.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

Department of Community Development – Long Range Planning – (\$69,981)

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)

Approve the attached resolution – Budget reduction.

**County Official signature & print name:**  Morgann Halencak, Deputy Clerk

**Name of Employee/Stakeholder attending meeting:** Board of Commissioners

**Relevant Departments:** All Departments

**Date submitted:** April 7, 2021

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



BUDGET RESOLUTION \_\_\_\_\_, 2021

ADOPTING THE BUDGET REDUCTIONS IN THE FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.100, in open, public meeting, after proper notice, the following facts create the need for the budget reductions shown below:

Department of Community Development – Long Range Planning – Budget reduction due to Planner III position moving from DCD – Long Range Planning to Human Resources – Risk Management/(\$69,981)

2. The Budget Director has verified the accounting method for these budget reductions and approved it by numbering and initialing the attached Budget Change Forms.

NOW, THEREFORE, THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby adopts a reduction within the funds, departments, or programs budgets as set forth in the attached Budget Change Forms.

PASSED AND ADOPTED this twenty-seventh day of April 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

\_\_\_\_\_  
Mark Ozias, Chair

\_\_\_\_\_  
Randy Johnson

ATTEST:

\_\_\_\_\_  
Loni Gores, CMC, Clerk of the Board

\_\_\_\_\_  
Bill Peach

c: Budget Director  
Treasurer  
Affected Department(s)

MAR 31 2021

# CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/31/2021 ✓

Budget Hearing/Meeting Date: 4/27/2021

- ☐ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds  
☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.  
☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law  
☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase  
☒ **Budget Reduction** – a reduction in revenues and/or expenditures

|                          |             |             |                             |
|--------------------------|-------------|-------------|-----------------------------|
| Budget Number xxxxx.xxx. | 00100.334 ✓ | Budget Name | DCD – Long Range Planning ✓ |
|--------------------------|-------------|-------------|-----------------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME                 | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT   |
|-----------------------------|---------------------------|------------------------------|---------------------|----------|
| 00100.334 ✓                 | DCD – Long Range Planning | 55861.10.0010 ✓              | Regular Time        | 49,521   |
| 00100.334 ✓                 | DCD – Long Range Planning | 55861.20.0020 ✓              | Benefits            | 20,460   |
| Total                       |                           |                              |                     | 69,981 ✓ |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME             | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT   |
|-----------------------------|-----------------------|------------------------------|---------------------|----------|
| 00100.293                   | General Fund Reserves | 50800.00.0000                | Ending Fund Balance | 69,981   |
| Total                       |                       |                              |                     | 69,981 ✓ |

Revenue/Source and Expenditure totals must agree.

## REASON FOR BUDGET ACTION:

Planner III position moves from DCD - Long Range Planning to HR – Risk Management resulting in a reduction to the DCD – Long Range Planning budget. (1 of 2)

County Official Approval: \_\_\_\_\_

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)



## AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

4b  
4/12/20

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 04/27/21

Required originals approved and attached? ☐  
Will be provided on:

**Item summary:**

- |                                                |                                                                                  |
|------------------------------------------------|----------------------------------------------------------------------------------|
| <input type="checkbox"/> Call for Hearing      | <input type="checkbox"/> Contract/Agreement/MOU - Contract #                     |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Proclamation <input type="checkbox"/> Budget Item       |
| <input type="checkbox"/> Draft Ordinance       | <input type="checkbox"/> Final Ordinance <input type="checkbox"/> Other - Notice |

Documents exempt from public disclosure attached: ☐

**Executive summary:**

Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on April 27, 2021  
Supplemental appropriations – increased expenditures due to unanticipated federal, state, and local funds.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐  
Sheriff – Operations - \$1,000

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)

Approve the attached Resolution - supplemental appropriations.

**County Official signature & print name:** Morgann Halencak Morgann Halencak, Deputy Clerk

**Name of Employee/Stakeholder attending meeting:** Board of Commissioners

**Relevant Departments:** All Departments

**Date submitted:** April 7, 2021

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



BUDGET RESOLUTION \_\_\_\_\_, 2021

ADOPTING A SUPPLEMENTAL BUDGET FOR DEPARTMENTS/FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.100, in open, public meeting, after proper notice, the following facts create a need for the Supplemental Budget Appropriations listed below:

Sheriff – Operations – Additional funds from Washington Association of Sheriffs & Police Chiefs (WASPC) to purchase 2 portable breath test instruments/\$1,000

2. The Budget Director has verified the accounting method for the supplemental appropriations and approved it by numbering and initialing the attached *Budget Change Forms*.

NOW, THEREFORE, THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby adopts the Supplemental Budget Appropriations for unanticipated state or federal funds shown above, and authorizes and directs the Treasurer to make the necessary transfer of funds in order to affect the Board's intent.

PASSED AND ADOPTED this twenty-seventh day of April 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

\_\_\_\_\_  
Mark Ozias, Chair

\_\_\_\_\_  
Randy Johnson

ATTEST:

\_\_\_\_\_  
Loni Gores, Clerk of the Board

\_\_\_\_\_  
Bill Peach

c: Budget Director  
Treasurer  
Affected Department(s)

APR 02 2021

# CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 04/02/21 ✓

Budget Hearing/Meeting Date: 04/27/21 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

|                                 |             |                    |                        |
|---------------------------------|-------------|--------------------|------------------------|
| <b>Budget Number</b> xxxxx.xxx. | 00100.811 ✓ | <b>Budget Name</b> | Sheriff - Operations ✓ |
|---------------------------------|-------------|--------------------|------------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME              | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION              | AMOUNT     |
|-----------------------------|------------------------|------------------------------|----------------------------------|------------|
| 00100.811 ✓                 | Sheriff - Operations ✓ | 33320.60.0000 ✓              | WASPC Traffic Safety Equip Grant | \$ 1,000   |
|                             |                        |                              |                                  |            |
|                             |                        |                              |                                  |            |
|                             |                        |                              |                                  |            |
|                             |                        |                              |                                  |            |
| Total                       |                        |                              |                                  | \$ 1,000 ✓ |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME              | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION           | AMOUNT     |
|-----------------------------|------------------------|------------------------------|-------------------------------|------------|
| 00100.811 ✓                 | Sheriff - Operations ✓ | 52122.35.0010 ✓              | Small Tools & Minor Equipment | \$ 1,000   |
|                             |                        |                              |                               |            |
|                             |                        |                              |                               |            |
|                             |                        |                              |                               |            |
|                             |                        |                              |                               |            |
|                             |                        |                              |                               |            |
|                             |                        |                              |                               |            |
|                             |                        |                              |                               |            |
| Total                       |                        |                              |                               | \$ 1,000 ✓ |

Revenue/Source and Expenditure totals must agree.

### REASON FOR BUDGET ACTION:

To receipt revenue and expend funding from a Washington Association of Sheriffs & Police Chiefs (WASPC) Traffic Safety Equipment Grant to purchase 2 portable breath test instruments.

County Official Approval: \_\_\_\_\_

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

42



## AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

SA  
4/27/21

**Department: Public Works/Roads**

**WORK SESSION** ☒ **Meeting Date: April 19, 2021**

**REGULAR AGENDA** ☒ **Meeting Date: April 27, 2021**

**Required originals approved and attached?** ☒

**Will be provided on:**

**Item summary:**

- |                                           |                                                              |                                                                             |
|-------------------------------------------|--------------------------------------------------------------|-----------------------------------------------------------------------------|
| <input type="checkbox"/> Call for Hearing | <input type="checkbox"/> Contract/Agreement/MOU - Contract # |                                                                             |
| <input type="checkbox"/> Resolution       | <input type="checkbox"/> Proclamation                        | <input type="checkbox"/> Budget Item                                        |
| <input type="checkbox"/> Draft Ordinance  | <input type="checkbox"/> Final Ordinance                     | <input checked="" type="checkbox"/> Other: Certification of Applicant Match |

Documents exempt from public disclosure attached: ☐

**Executive summary:**

In 2020, the Public Works/Road Department submitted a grant application to the Washington State Recreation and Conservation Office (RCO) under the Washington Wildlife and Recreation Program (WWRP) to support trail corridor land acquisition for the Olympic Discovery Trail (ODT) between US 101 in Forks and the Olympic National Park (ONP) boundary along the SR 110 that is needed to complete the planned western terminus of the ODT connecting the communities of Forks and La Push as well as the Second Beach and Third Beach trailheads within ONP. The submitted application was based on an estimated project cost of \$1,207,275, with a RCO grant request of \$905,456 (75% of project cost) and a county match of \$301,819 (25% of project cost).

The County's project was ranked #1 out of 29 project applications by the RCO project ranking committee and RCO Funding Board. The RCO Funding Board plans to award grant funding at its June 2021 meeting, pending approval of the state capital budget. Based on the funding levels under consideration by the state legislature for RCO grants, it is anticipated that the County's request of \$905,456 will be fully funded. To maintain eligibility for funding, Clallam County must submit a Certification of Applicant Match by May 10, 2021.

The ODT-Forks to La Push project is included in the adopted Clallam County 6-Year (2021-2026) Transportation Improvement Program and the Clallam County 2021 Annual Construction Program.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

A budget revenue change for the Road Fund for the expected \$905,456 of new grant funding will be submitted following awarding of the grant. The County's 25% project match estimated to be \$301,819 will be met by a combination of: (1) \$150,000 Clallam County Lodging Tax Grant, (2) \$20,000 donation from the Peninsula Trails Coalition (PTC); and (3) \$131,819 thru a combination of

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

in-kind (e.g., staff time) and County cash match (e.g., road fund, REET). The LTAC funding for this project has been allocated in the 2021 County budget. A budget revenue supplement will be needed once the County receives the PTC donation revenue. The balance of the needed match will include both Department in-kind labor and other allocated funding in the Public Works – Roads Fund.

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)

Approve the attached Certificate of Applicant Match form and authorize the Chair to sign.

**County Official signature & print name:** \_\_\_\_\_



**Name of Employee/Stakeholder attending meeting:** Steve Gray

**Relevant Departments:** Public Works/Roads

**Date submitted:** April 14, 2021

---

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

## Certification of Applicant Match

Organization Name Clallam County

Project Name Olympic Discovery Trail Forks to La Push

Project Number 20-1494 ACQ

The sources and amounts of our matching share will be:

| Source of Match – Non-Grant | Amount     |
|-----------------------------|------------|
| Appropriation - Local       | \$ 109,819 |
| Sponsor - Labor             | \$ 22,000  |
|                             |            |
|                             |            |
|                             |            |
|                             |            |
|                             |            |

| Source of Match – Grant | Additional Information about Grant       | Amount     |
|-------------------------|------------------------------------------|------------|
| Local                   | Clallam Co. Lodging Tax Grant            | \$ 150,000 |
| Private                 | Peninsula Trail Coalition Grant/Donation | \$ 20,000  |
|                         |                                          |            |
|                         |                                          |            |

**Total:** \$ 301,819

As the authorized financial representative for the above identified organization, I hereby certify that the sponsor matching resources are available for the project referenced above. I further acknowledge that our organization is responsible for supporting all non-cash commitments and donations should they not materialize.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Title Chair of the Board of Clallam County Commissioners

Date \_\_\_\_\_



H  
4/27/21

## AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

**Department:** BOCC

**WORK SESSION** ☐ **Meeting Date:**

**REGULAR AGENDA** ☒ **Meeting Date:** 4/27/21

**Required originals approved and attached?** ☐  
**Will be provided on:**

**Item summary:**

- |                                                |                                                                                  |
|------------------------------------------------|----------------------------------------------------------------------------------|
| <input type="checkbox"/> Call for Hearing      | <input type="checkbox"/> Contract/Agreement/MOU - Contract #                     |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Proclamation <input type="checkbox"/> Budget Item       |
| <input type="checkbox"/> Draft Ordinance       | <input type="checkbox"/> Final Ordinance <input type="checkbox"/> Other - Notice |

Documents exempt from public disclosure attached: ☐

**Executive summary:**

Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on April 27, 2021

Debatable emergency – Public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

Park & Facilities – \$14,530

Auditor – \$2,834

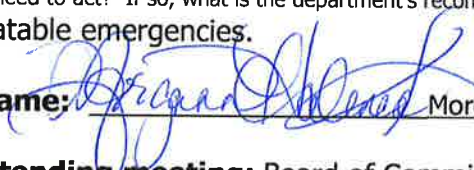
Sheriff – Emergency Services - \$5,873

Sheriff – Jail Medical - \$20,700

Sheriff – Operations - \$10,035

Sheriff – Operations - \$3,939

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Approve the attached Resolution - debatable emergencies.

**County Official signature & print name:**  Morgann Halencak, Deputy Clerk

**Name of Employee/Stakeholder attending meeting:** Board of Commissioners

**Relevant Departments:** All Departments

**Date submitted:** April 13, 2021

- \* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Budget Debatables 04-27-21  
Revised: 3-04-2019



BUDGET RESOLUTION \_\_\_\_\_, 2021

ADOPTING BUDGET EMERGENCIES FOR THE DEPARTMENTS/FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.140, after a public hearing on April 27, 2021 the following constitute public emergencies, which could not reasonably have been foreseen at the time of budget preparation:

Parks & Facilities – Additional funding for expenses related to COVID-19 for goods and services expenditures incurred in March, 2021 expected to be reimbursed through FEMA/\$14,530

Auditor – Return unused 2020 HAVA CARES Act grant funds (received in 2020)/\$2,834

Sheriff – Emergency Services - Additional funding for expenses related to COVID-19 for goods and services expenditures incurred January - March, 2021/\$5,873

Sheriff – Jail Medical - Additional funding for expenses related to COVID-19 for inmate testing expenditures incurred January - March, 2021/\$20,700

Sheriff – Operations

- Additional funding for ExecuTime Scheduling and Time & Attendance software training project costs/\$10,035
- Additional funding for expenses related to COVID-19 for salary and benefits of Grant Coordinator incurred January - March, 2021/\$3,939

2. The Budget Director has reviewed the accounting method for the debatable emergencies and approved it by numbering and initialing the attached *Budget Change Forms*.

NOW, THEREFORE, BE IT RESOLVED by the Clallam County Commissioners, in consideration of the above findings of fact:

1. The amount of money required to meet the public emergency listed above is authorized for expenditure provided that no expenditure is made or liability incurred pursuant to the resolution under RCW 36.40.150 until a period of five days, exclusive of the date this resolution is signed, have elapsed.
2. The Treasurer is authorized and requested to make any necessary transfer of funds in order to affect the Board's intent.

PASSED AND ADOPTED this twenty-seventh day of April 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

\_\_\_\_\_  
Mark Ozias, Chair

\_\_\_\_\_  
Randy Johnson

ATTEST:

\_\_\_\_\_  
Loni Gores, Clerk of the Board

\_\_\_\_\_  
Bill Peach

c: Budget Director  
Treasurer  
Affected Department

MAR 30 2021

# CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: March 30, 2021 ✓

Budget Hearing/Meeting Date: April 27, 2021 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- X **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

|                          |              |             |                      |
|--------------------------|--------------|-------------|----------------------|
| Budget Number xxxxx.xxx. | 00100.911. ✓ | Budget Name | Parks & Facilities ✓ |
|--------------------------|--------------|-------------|----------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME               | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT      |
|-----------------------------|-------------------------|------------------------------|---------------------|-------------|
| 00100.293 ✓                 | General Fund Reserves ✓ | 50800.00.0000 ✓              | Ending Fund Balance | \$ 14,530   |
|                             |                         |                              |                     |             |
|                             |                         |                              |                     |             |
|                             |                         |                              |                     |             |
| Total                       |                         |                              |                     | \$ 14,530 ✓ |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME            | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION              | AMOUNT      |
|-----------------------------|----------------------|------------------------------|----------------------------------|-------------|
| 00100.911. ✓                | Parks & Facilities ✓ | 57680.31.0035 ✓              | Cleaning and Sanitation Supplies | \$ 863      |
| 00100.911. ✓                | Parks & Facilities ✓ | 57680.31.0045 ✓              | Building Supplies and Materials  | \$ 45       |
| 00100.911. ✓                | Parks & Facilities ✓ | 57680.41.1030 ✓              | Personnel Services               | \$ 13,622   |
|                             |                      |                              |                                  |             |
|                             |                      |                              |                                  |             |
|                             |                      |                              |                                  |             |
|                             |                      |                              |                                  |             |
|                             |                      |                              |                                  |             |
| Total                       |                      |                              |                                  | \$ 14,530 ✓ |

Revenue/Source and Expenditure totals must agree.

## REASON FOR BUDGET ACTION:

To pay for additional expenses related to the Covid 19 virus event in Clallam County that were paid from the Parks and Facilities budget in 2021. This is to cover the goods and services expenditures incurred in March, 2021, and are expected to be reimbursed through FEMA reimbursements.

County Official Approval:

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

03/30/2021

*[Signature]*

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MAR 30 2021

# CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/29/2021 ✓

Budget Hearing/Meeting Date: 04/27/2021 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☒ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

|                          |             |             |           |
|--------------------------|-------------|-------------|-----------|
| Budget Number xxxxx.xxx. | 00100.221 ✓ | Budget Name | Auditor ✓ |
|--------------------------|-------------|-------------|-----------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME                  | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT            |
|-----------------------------|----------------------------|------------------------------|---------------------|-------------------|
| 00100.293. ✓                | General Fund<br>Reserves ✓ | 50800.00.000 ✓               | Ending Fund Balance | 29,030<br>2,834   |
|                             |                            |                              |                     |                   |
|                             |                            |                              |                     |                   |
|                             |                            |                              |                     |                   |
|                             |                            |                              |                     |                   |
| Total                       |                            |                              |                     | 29,030 ✓<br>2,834 |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION           | AMOUNT            |
|-----------------------------|-----------|------------------------------|-------------------------------|-------------------|
| 00100.221. ✓                | Auditor ✓ | 58510.49.0098 ✓              | <del>Grant funds</del> Grants | 29,030<br>2,834   |
|                             |           |                              |                               |                   |
|                             |           |                              |                               |                   |
|                             |           |                              |                               |                   |
|                             |           |                              |                               |                   |
|                             |           |                              |                               |                   |
|                             |           |                              |                               |                   |
|                             |           |                              |                               |                   |
| Total                       |           |                              |                               | 29,030 ✓<br>2,834 |

Revenue/Source and Expenditure totals must agree.

## REASON FOR BUDGET ACTION:

To return unused 2020 HAVA CARES Act grant funds (received in 2020).

County Official Approval: Shona Riggins  
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

*[Handwritten signature]*

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APR 02 2021

## CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 04/02/21 ✓

Budget Hearing/Meeting Date: 04/27/21 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- X ✓ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

|                                 |             |                    |                                |
|---------------------------------|-------------|--------------------|--------------------------------|
| <b>Budget Number</b> xxxxx.xxx. | 00100.817 ✓ | <b>Budget Name</b> | Sheriff – Emergency Services ✓ |
|---------------------------------|-------------|--------------------|--------------------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME               | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT  |
|-----------------------------|-------------------------|------------------------------|---------------------|---------|
| 00100.293 ✓                 | General Fund Reserves ✓ | 50800.00.0000 ✓              | Ending Fund Balance | 5,873   |
|                             |                         |                              |                     |         |
|                             |                         |                              |                     |         |
|                             |                         |                              |                     |         |
|                             |                         |                              |                     |         |
| Total                       |                         |                              |                     | 5,873 ✓ |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME                      | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION   | AMOUNT  |
|-----------------------------|--------------------------------|------------------------------|-----------------------|---------|
| 00100.817 ✓                 | Sheriff – Emergency Services ✓ | 52510.31.0020 ✓              | Operating Supplies    | 4,922   |
| 00100.817 ✓                 | Sheriff – Emergency Services ✓ | 52510.41.0020 ✓              | Professional Services | 743     |
| 00100.817 ✓                 | Sheriff – Emergency Services ✓ | 52510.43.0010 ✓              | Travel –Business      | 140     |
| 00100.817 ✓                 | Sheriff – Emergency Services ✓ | 52510.32.0015 ✓              | Gasoline              | 68      |
|                             |                                |                              |                       |         |
|                             |                                |                              |                       |         |
|                             |                                |                              |                       |         |
| Total                       |                                |                              |                       | 5,873 ✓ |

Revenue/Source and Expenditure totals must agree.

## REASON FOR BUDGET ACTION:

To pay for additional expenses related to the COVID 19 virus event in Clallam County that was paid from the Emergency Services budget. This is to cover the goods and services expenditures incurred January-March 2021.

County Official Approval: \_\_\_\_\_

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

APR 02 2021

# CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 04/02/21 ✓

Budget Hearing/Meeting Date: 04/27/21 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- X ✓ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

|                                 |             |                    |                          |
|---------------------------------|-------------|--------------------|--------------------------|
| <b>Budget Number</b> xxxxx.xxx. | 00100.816 ✓ | <b>Budget Name</b> | Sheriff – Jail Medical ✓ |
|---------------------------------|-------------|--------------------|--------------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME               | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT      |
|-----------------------------|-------------------------|------------------------------|---------------------|-------------|
| 00100.293 ✓                 | General Fund Reserves ✓ | 50800.00.0000 ✓              | Ending Fund Balance | \$ 20,700   |
|                             |                         |                              |                     |             |
|                             |                         |                              |                     |             |
|                             |                         |                              |                     |             |
|                             |                         |                              |                     |             |
| Total                       |                         |                              |                     | \$ 20,700 ✓ |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME                | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT      |
|-----------------------------|--------------------------|------------------------------|---------------------|-------------|
| 00100.816 ✓                 | Sheriff – Jail Medical ✓ | 52360.41.0086 ✓              | Inmate Medical      | \$ 20,700   |
|                             |                          |                              |                     |             |
|                             |                          |                              |                     |             |
|                             |                          |                              |                     |             |
|                             |                          |                              |                     |             |
|                             |                          |                              |                     |             |
|                             |                          |                              |                     |             |
|                             |                          |                              |                     |             |
|                             |                          |                              |                     |             |
|                             |                          |                              |                     |             |
| Total                       |                          |                              |                     | \$ 20,700 ✓ |

Revenue/Source and Expenditure totals must agree.

### REASON FOR BUDGET ACTION:

To pay for additional expenses related to the COVID 19 virus event in Clallam County. This is to cover the inmate testing expenditures incurred January-March 2021.

County Official Approval:   
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)


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APR 02 2021

## CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 04/02/21 ✓

Budget Hearing/Meeting Date: 4/27/2021 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- X ✓ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

|                          |             |             |                        |
|--------------------------|-------------|-------------|------------------------|
| Budget Number xxxxx.xxx. | 00100.811 ✓ | Budget Name | Sheriff - Operations ✓ |
|--------------------------|-------------|-------------|------------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME               | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT   |
|-----------------------------|-------------------------|------------------------------|---------------------|----------|
| 00100.293 ✓                 | General Fund Reserves ✓ | 50800.00.0000 ✓              | Ending Fund Balance | 10,035   |
|                             |                         |                              |                     |          |
|                             |                         |                              |                     |          |
| Total                       |                         |                              |                     | 10,035 ✓ |

## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME              | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION                          | AMOUNT   |
|-----------------------------|------------------------|------------------------------|----------------------------------------------|----------|
| 00100.811 ✓                 | Sheriff - Operations ✓ | 52110.41.0020 ✓              | ExecuTime Implementation & Training Services | 10,035   |
|                             |                        |                              |                                              |          |
|                             |                        |                              |                                              |          |
| Total                       |                        |                              |                                              | 10,035 ✓ |

Revenue/Source and Expenditure totals must agree.

## REASON FOR BUDGET ACTION:

The software portion of the ExecuTime Scheduling and Time & Attendance software system purchase was completed in FY2020 and the software was paid in full. The implementation and training services portion was budgeted in FY2020 but is not yet completed and is continuing in 2021. This budget action moves the remaining allocated funds for the project into the FY2021 budget to pay the vendor the remainder of the project costs.

County Official Approval: \_\_\_\_\_

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

APR 02 2021

## CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 04/01/21

Budget Hearing/Meeting Date: 04/27/21



- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- X ✓ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

|                                 |             |                    |                        |
|---------------------------------|-------------|--------------------|------------------------|
| <b>Budget Number</b> xxxxx.xxx. | 00100.811 ✓ | <b>Budget Name</b> | Sheriff – Operations ✓ |
|---------------------------------|-------------|--------------------|------------------------|

## REVENUE/SOURCE

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME               | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT     |
|-----------------------------|-------------------------|------------------------------|---------------------|------------|
| 00100.293 ✓                 | General Fund Reserves ✓ | 50800.00.0000 ✓              | Ending Fund Balance | \$ 3,939   |
|                             |                         |                              |                     |            |
|                             |                         |                              |                     |            |
|                             |                         |                              |                     |            |
| Total                       |                         |                              |                     | \$ 3,939 ✓ |

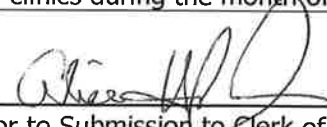
## EXPENDITURES

| BUDGET NUMBER<br>xxxxx.xxx. | DEPT NAME              | BARS NUMBER<br>xxxxx.xx.xxxx | ACCOUNT DESCRIPTION | AMOUNT     |
|-----------------------------|------------------------|------------------------------|---------------------|------------|
| 00100.811 ✓                 | Sheriff – Operations ✓ | 52123.10.0600 ✓              | Extra Help          | \$ 938     |
| 00100.811 ✓                 | Sheriff – Operations ✓ | 52123.20.0020 ✓              | Benefits            | \$ 477     |
| 00100.811 ✓                 | Sheriff – Operations ✓ | 52122.10.0500 ✓              | Overtime            | \$ 2,157   |
| 00100.811 ✓                 | Sheriff – Operations ✓ | 52122.20.0020 ✓              | Benefits            | \$ 367     |
|                             |                        |                              |                     |            |
|                             |                        |                              |                     |            |
| Total                       |                        |                              |                     | \$ 3,939 ✓ |

Revenue/Source and Expenditure totals must agree.

## REASON FOR BUDGET ACTION:

To pay for additional expenses related to the COVID 19 virus event in Clallam County that was paid from the Operations budget. This is to cover the salary and benefits of the Grant Coordinator working in the EOC Finance Section and Patrol staff assistance at the vaccination clinics during the month of January - March 2021.

County Official Approval:   
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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