



BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of January 27-31, 2025

10
FEB 04 2025

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, January 27, 2025. Present were Commissioners French, Ozias and Johnson and Administrator Mielke.

Items of discussion per the agenda published January 23 were:

- Calendar/Correspondence
- Resolution appointing Marilyn Deane to the Behavioral Health Advisory Board
- Resolution reappointing Kim Malakoff to the Clallam Bay / Sekiu Community Action Team
- Agreement with Axon Enterprises Inc. to replace, maintain and update tasers for 60 months
- Agreement with U.S. Department of Justice United State Marshals Service for compensation and housing of federal prisoners
- Resolution and designation form to select a Clallam County Associate Development Organization
- Discussion and next steps to create an "implementation Plan" to allow for the sharing of like-services between County departments
- Resolution for selection of deferred compensation recordkeeper – Nationwide Retirement Solutions
- Bid waiver form and Agreement with Global Solutions & Data Services LLC for to provide necessary training and development support for Tyler EPL Permit System
- Clallam County Poet Laureate update
- Discussion regarding Clallam County priorities to be discussed with Congresswoman Randall
- Legislative session update
- Acceptance of the letter of resignation and approval of letter confirming receipt of the letter of resignation regarding Charter Review Commissioner Distict III Karen O'Donnell

Action item

Acceptance of the letter of resignation and approval of letter confirming receipt of the letter of resignation regarding Charter Review Commissioner Distict III Karen O'Donnell

ACTION TAKEN: CMOm to accept the letter of resignation from Karen O'Donnell, CRJs, mc

ACTION TAKEN: CMOm to approve a letter to Karen O'Donnell, CRJs, mc

Meeting concluded at 11:xx a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair French called the meeting to order at 10 a.m., Tuesday, January 28, 2025. Also present were Commissioner Ozias and Administrator Mielke. Commissioner Johnson was excused.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

Item 5a is modified to update Public Works-ER&R – To account for 2 trucks that were budgeted in 2024 but will not be received until 2025/\$40,000 to \$7,000

ACTION TAKEN: CMOm to adopt the agenda as presented, CMFs, mc

PUBLIC COMMENT FOR AGENDA ITEMS

- Ed Bowen, Clallam Bay, commented on Commissioners meetings
- Jeff Tozzer, Sequim, commented on Ricky Nichols service, 1a, Town Road
- John Worthington, Sequim, commented on aquifer

CONSENT AGENDA

1a Approval of vouchers for the week of January 20

The Following warrants and electronic payments are approved for payment:

Accounts Payable:	Total
Warrant numbers: 9934445-9934454; 9934525-9934628; 9934640-9934707	\$1,115,549.23
Electronic payments dates: n/a	\$0.00
Total Accounts Payable:	\$1,115,549.23

1b Approval of minutes for the week of January 20

1c Recognizing Ricky Nichols for 34 years to Clallam County

ACTION TAKEN: CMOM to adopt the consent agenda, CMFs, mc

REPORTS AND PRESENTATIONS

- CMO recognized Ricky Nichols for his service to Clallam County
 - Joe Donisi, Road Department, recognized Nichols
- CMO commented on Northwest Forest Plan, Dungeness Reservoir Meeting, Federal pause on grants and loans programs
- CMF commented on Recompete tour

CONTRACTS AND AGREEMENTS

2a Agreement with Axon Enterprises Inc. to replace, maintain and update tasers for 60 months

ACTION TAKEN: CMOM to approve, CMFs, mc

BIDS AND AWARDS

3a Request for proposals opening – County ASHRAE Energy Audits

<u>Contractor</u>	<u>Amount</u>
Akana Inc.	\$208,906
Millig Design Build	\$81,600 & \$27,980
Sazan Group	\$182,375
P2S Engineering	\$197,831

ACTION TAKEN: CMOM to forward the bids to Diane Harvey – Special Project Manager for review and recommendation, CMFs, mc

BUDGET

4a Resolution for consideration to adopt the following Budget Revisions:

NonDept-Opportunity Fund – 2025 Budget was adopted before the amounts awarded for these projects could be incorporated/\$5,000,000

ACTION TAKEN: CMOM to adopt, CMFs, mc

HEARING(S)

5a Consideration of resolution adopting the following Debatable Emergencies:

NonDepartmental – 2025 Budget adopted before the average historical costs associated with Charter Review sessions could be incorporated/\$8,200

NonDept-Hotel/Motel Tax – 2025 Budget adopted before the updated award information could be incorporated/\$946,300

NonDept-Indigent Defense – 2025 Budget was adopted prior to updated contracts being finalized with Clallam Public Defenders and conflict attorneys. Court-appointed Attorney was mistakenly excluded from the adopted budget/\$521,860

NonDept-American Rescue Plan Act – 2025 budget needed to pay for the Coroner gurney received in 2024 due to payment not being issued by year-end 2024/\$7,000

Public Works-ER&R – To account for 2 trucks that were budgeted in 2024 but will not be received until 2025/~~\$40,000~~-\$7,000

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of January 27-31, 2025
Page 3

Law Library – 2025 budget did not take into account the December 2024 wages and benefits that would be paid in 2025/\$754

HR-Risk Management – A formula error in the Detail Budget Schedule B was missing this expenditure line. The budget needs to be increased to match the sum of the expenditure lines/\$1,000

Noxious Weeds – This reimbursement for Master Gardener Roadside Weed Management was included in the MOU between Roads Department and Noxious Weed Control Board but was not added to the 2025 Noxious Weed budget/\$13,343

Geographic Information Systems – Unfinished budgeted GIS projects in 2024 that will be completed in 2025 and requesting funds to be rolled over in 2025/\$48,822

- Mark Lane, Chief Financial Officer, briefed the Board

ACTION TAKEN: CMOM to open the public hearing, CMFs, mc

- The following provided testimony:
 - Ed Bowen, Clallam Bay

ACTION TAKEN: CMOM to close the public hearing and adopt, CMFs, mc

5b Ordinance amending Title 31, Comprehensive Plan Map, and Title 33, Zoning May, of the Clallam County Code Application PRZN 2024-00001 Gates

- Donella Clark, Department of Community Development, provided a staff report

ACTION TAKEN: CMOM to open the public hearing, CRJs, mc

- The following provided testimony:
 - Ed Bowen, Clallam Bay

ACTION TAKEN: CMOM to close the public hearing and adopt, CMFs, mc

HEARING(S) – Item 5a

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- Mark Lane, Chief Financial Officer, briefed the Board

ACTION TAKEN: CMOM to open the public hearing, CMFs, mc

- The following provided testimony:
 - Ed Bowen, Clallam Bay

ACTION TAKEN: CMOM to close the public hearing and adopt, CMFs, mc

ACTION TAKEN: CMFm to reconsider item 5a, CMOs, mc

ACTION TAKEN: CMFm to amend the motion to include the original ER&R amount at \$40,000, CMOs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of January 27-31, 2025
Page 4

- The following provided testimony:
 - Ed Bowen, Clallam Bay

ACTION TAKEN: CMFm to adopt the Budget Emergencies, CMOs, mc

BUDGET

- 4b Resolution for consideration to adopt the following Supplemental Appropriations:
- Superior Court – 2025 Budget adopted before updated SBHO (Salish Behavioral Health Organization) Criminal Justice Treatment grant revenue and expenditures could be incorporated/\$6,106
- PFF-Capital Projects – 2024 capital project to replace the roof of the Dog Barn at the Fairgrounds will be spilling over into 2025/\$92,216
- WSU Extension – This is a carryover of revenue that was previously anticipated to be received in 2024 but will not be received until 2025/\$25,888
- BOCC-Recompete Grant – Carryover of 2024 budgeted revenue and expenditures that will now occur in 2025/\$262,000
- NonDepartmental – WA State Dept of Agriculture (WSDA) Food Assistance grant carryover of 2024 budgeted revenue and expenditures that will now occur in 2025/\$48,938
- Sheriff-Emergency Services – US Department of Agriculture Wildfire Defense grant awarded in 2024 but expenditures will occur in 2025/\$125,000
- Sheriff-Operations – WA State Criminal Justice Training Commission Wellness grant awarded in 2024 but reimbursement of expenditures will occur in 2025/\$20,000

ACTION TAKEN: CMOM to adopt, CMFs, mc

PUBLIC COMMENT

- Eric Fehrmann, Sequim, commented on a string exercise, budget, gym membership
- Ed Bowen, Clallam Bay, U.S. Forest Service, Northwest Forest Plan, Congresswoman Randall, Olympic National Park roads, Charter Review Commission, Coroner topic
- Karin Cummins, Sequim, commented on Coroner topic, town hall meetings
- Jeff Tozzer, Sequim, commented on road funding, gas tax, Sequim School District, 3 Crabs flooding
- CRJ commented on Congresswoman Randall meeting

The Board of Commissioners attended a WSAC virtual update, William Shore Memorial Pool District Meeting, Coffee with Collen, WSAC Virtual Legislative Update during the week of January 27, 2025

Meeting concluded at 11:22 a.m. an executive session on January 17, 2025 at 12:30 p.m.

EXECUTIVE SESSION – January 17, 2025 at 12:30 p.m.

The Board convened in open session at 12:30 p.m. to discuss real estate. Present were Commissioners Ozias, French and Johnson, Administrator Mielke, Deputy Prosecuting Attorney Reno, and Chief Civil Prosecuting Attorney Boughton.

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.

ACTION TAKEN: CRJm to recess to executive session for 30 minutes, CMOs, mc

The Board recessed into executive session at 12:30 p.m.

The Board convened in open session at 1 p.m.

ACTION TAKEN: CRJm to approve Department of Natural Resources purchase of timberland in a pool of other Counties, CMOs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of January 27-31, 2025
Page 5

ACTION TAKEN: CRJm to approve the exact purchase of property as discussed in executive session, CMOs, mc

ACTION TAKEN: CRJm to authorize the Chair of the BOCC to sign the form that Department of Natural Resources provides for the purchase, CMOs, mc

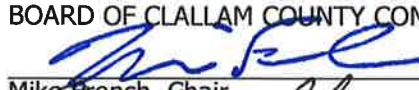
Meeting concluded at 1:04 p.m. and continued to 9 a.m., Monday, February 3, 2025

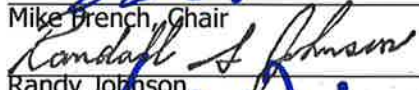
PASSED AND ADOPTED this 4th day of February 2025.

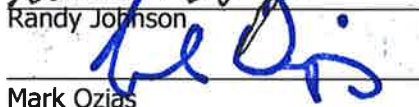
ATTEST:


Loni Gores, MMC, Clerk of the Board

BOARD OF CLALLAM COUNTY COMMISSIONERS


Mike French, Chair


Randy Johnson


Mark Ozias

KEY TO ABBREVIATIONS:

ATM Administrator Todd Mielke

CMO Commissioner Mark Ozias

CRJ Commissioner Randy Johnson

CMF Commissioner Mike French

m	moved
mc	motion carried
s	seconded



BOCC Mail Correspondences Received from other Jurisdictions

RECEIVED
CLALLAM CO. COMMISSIONERS

Western Port Angeles Harbor site cleanup

JAN 15 2025
Consent Decree, Draft Cleanup Action Plan, and SEPA Available for Public Review & Comment

1...2...3...A...

Comments accepted

**Thursday, January 16th, 2025 –
Tuesday, February 18th, 2025**

Submit your comment

Online (preferred):

[https://go.ecology.wa.gov/
comment11907](https://go.ecology.wa.gov/comment11907)

or scan the QR code →



Or by mail or email:

Connie Groven, Site Manager
WA Department of Ecology
PO Box 47775
Olympia, WA 98504-7775
Connie.Groven@ecy.wa.gov

Review the documents

Online review at the site webpage

[https://go.ecology.wa.gov/
11907](https://go.ecology.wa.gov/11907)

or scan the QR code →



In-person review

- Port Angeles Library
2210 South Peabody St
Port Angeles, WA 98362
360-417-8500
- Ecology Lacey Office
(by appointment only)
300 Desmond Drive SE
Lacey, WA 98503
PublicDisclosureSWRO@ecy.wa.gov
or 360-407-6365

Site information

Facility Site ID: **18898**
Cleanup Site ID: **11907**

Public comments now welcomed on site documents

The Department of Ecology invites you to review and share your comments on three documents for the Western Port Angeles Harbor cleanup site. The documents are listed in the bullet points below.

Ecology worked with the Lower Elwha Klallam Tribe to develop and review these documents.

- **Consent Decree:** A court-approved settlement agreement between Ecology and the responsible parties, outlining the cleanup process. It requires these parties to carry out Ecology's Cleanup Action Plan. Responsible groups include the City of Port Angeles, Georgia-Pacific LLC, Merrill & Ring, Nippon Paper Industries USA Co., Ltd, the Port of Port Angeles, and Owens Corning.
- **Draft Cleanup Action Plan:** This plan proposes how the site will be cleaned up. It also includes the schedule, standards, and cleanup requirements.
- **State Environmental Policy Act (SEPA) Determination and Checklist:** This checklist summarizes environmental impacts that may result from cleanup. Ecology determined the proposed cleanup is not likely to cause significant harm to the environment.

Learn more about the cleanup

We are planning a **public meeting** and **open house** during the public comment period. Meeting details are not yet final. When the meeting is finalized, you will be notified about meeting details. Notification will be sent by postcard, email, and updates on the site webpage.

This gathering will give people a chance to learn more about the site, ask questions, and submit written comments.

Next steps

We carefully review all comments we receive and may update documents based on public feedback.

Detailed cleanup designs and construction will begin once we finalize the documents.

Site background

Port Angeles Harbor is located within the traditional territory of the Lower Elwha Klallam Tribe, which retains treaty fishing rights today. Two major Klallam villages, l'e'nis and Tse-whit-zen, once stood along the shoreline. In the late 1800s, industrial development brought sawmills, pulp and paper production, commercial fishing, and marine transport to the harbor area. Some industries released liquid waste and contaminated stormwater into the harbor, causing contamination. Pulp mills burned wood debris soaked in saltwater. This process released hazardous substances, like dioxins, that entered marine sediment.

Sediment contaminants

Our investigation identified contaminants at the site and the areas where their levels exceed cleanup standards. The contaminants include **dioxins/furans**, **polychlorinated biphenyls (PCBs)**, **carcinogenic polycyclic aromatic hydrocarbons (cPAHs)**, and **metals such as mercury**. These substances can pose a risk to human health through direct contact with contaminated sediment or by eating fish and shellfish exposed to these contaminants. They can also harm marine animals living in the sediment.



A map showing the areas where each contaminant exceeds cleanup levels.

Previous cleanup efforts

In 2008, Ecology investigated Western Port Angeles Harbor and found contamination. This started the cleanup process for the site.

In 2013, Ecology signed a legal agreement with the potentially liable persons (PLPs) responsible for the site's cleanup. The PLPs worked with Ecology to carry out investigations that would help choose a cleanup plan. These PLPs include the City of Port Angeles, Georgia-Pacific LLC, Merrill & Ring, Nippon Paper Industries USA Co., Ltd, and the Port of Port Angeles. Together, they are known as the Western Port Angeles Harbor Group. Owens Corning is another PLP that will work on the next phase of cleanup.

We are now planning the cleanup actions. To learn more about the site's cleanup history, please visit the site's webpage: <https://go.ecology.wa.gov/11907>.



Overview of the Study Area and cleanup unit. Please note that the cleanup is separate from the Rayonier Mill cleanup, which is being handled through a separate process.

Draft Cleanup Action Plan

We used information from earlier cleanup stages to create the Draft Cleanup Action Plan. Our plan divides the site into three sections called Sediment Management Areas (SMAs). Each SMA has unique characteristics. We propose cleanup actions for each SMA based on how well they protect human health and the environment, manage costs, and fit with the harbor's current and future uses.

Main actions of the Cleanup Plan

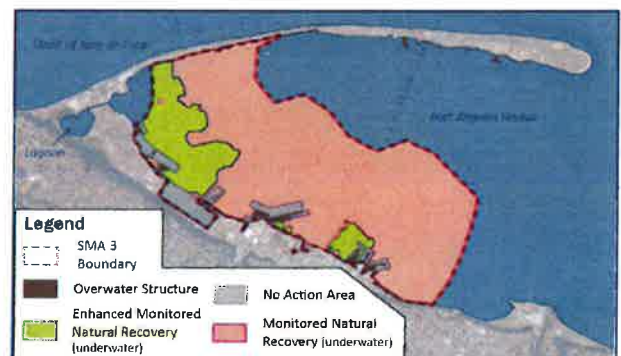
- **Excavate intertidal sediment** to remove contaminated material and replace it with clean fill. If deeper contamination remains, we will place a cap to protect human health and the environment (SMAs 1 and 2).
- **Excavate land** to remove the lagoon causeway, reshape the intertidal area, and create new aquatic habitats to replace lost ones (SMA 2).
- **Remove contaminated sediment the intertidal and subtidal areas** to help the area recover naturally over time (SMA 2).
- **Build a cap** over contaminated sediment. This contains contamination and prevents further spread (SMAs 1 and 2).
- **Implement enhanced monitored natural recovery** in over 180 acres. We will add a clean layer of sediment to speed up the area's natural recovery (SMAs 2 and 3).
- **Monitor the natural recovery** of more than 950 acres with low contamination to see how the sediment quality improves over time (SMAs 1, 2, and 3).



SMA 1: Inner harbor. This area is approximately 37 acres and is the most heavily contaminated.



SMA 2: Lagoon. This area is approximately 25 acres.



SMA 3: Industrial/commercial waterfront and outer harbor. This area is approximately 1,100 acres and has the lowest concentrations of contamination.

About 25,000 cubic yards of polluted soil and sediment will be removed and taken to an approved facility. To replace excavated materials, build a cap, and speed natural recovery, 280,000 cubic yards of new sand and gravel will be added. Construction of proposed cleanup actions will take about six years to complete. We should see immediate improvements in sediment quality and expect to achieve sediment cleanup goals within 10 years. Monitoring will occur to ensure the cleanup works. Capped areas will be protected through institutional controls, which we will review regularly to ensure effectiveness.

Toxics Cleanup Program
PO Box 47775
Olympia, WA 98504-7775

PRESORTED
FIRST CLASS MAIL
US POSTAGE PAID
WA STATE DEPT
OF ENTERPRISE SRVCS
98501

18 1 1
18

CLALLAM COUNTY BD OF COMM
223 E 4TH ST STE 4
PORT ANGELES WA 98362-3000



Western Port Angeles Harbor cleanup site: Public Comment Period and Public Meeting for the Consent Decree, Draft Cleanup Action Plan, and SEPA Determination and Checklist

Public Comments Accepted

**January 16, 2025, 12:00 a.m. to
February 18, 2025, 11:59 p.m.**

Submit Your Comment Today!

<https://go.ecology.wa.gov/comment11907>

Ecology seeks public comment on the site's:

1. **Consent Decree** (the legal agreement that will power cleanup)
2. **Draft Cleanup Action Plan** (how cleanup will occur)
3. **SEPA Determination and Checklist** (determines environmental risks at the site)

Accommodation Requests

To request an ADA accommodation, contact Ecology by phone at 564-250-0561 or email at

abby.zabrodsky@ecy.wa.gov, or visit

<https://ecology.wa.gov/accessibility>.

For Relay Service or TTY call 711 or 877-833-6341.

Open House & Public Meeting

Ecology will be hosting an open house and public meeting to answer your questions.

Details are yet to be finalized. However, we will send an update on the gathering's details once everything is confirmed. We will notify people by sending out a postcard, emailing those on our notification list, and updating the site's webpage. Please visit the site webpage to be added to our email notification list.

¿Habla Español?

Si necesita esta información en español—contáctenos a abby.zabrodsky@ecy.wa.gov.



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • 360-725-4000
www.commerce.wa.gov

January 13, 2025

RECEIVED
CLALLAM CO. COMMISSIONERS

JAN 16 2025

1...2...3...A...

The Honorable Mike French, Chair
Board of County Commissioners
223 East 4th Street, Suite 4
Port Angeles, WA 98362

Dear Commissioner French:

Every two years, the Department of Commerce begins the process of contracting with Associate Development Organizations (ADOs) by sending a letter to the Board of County Commissioners or County Executive in each county requesting designation of an ADO.

Commerce is directed by RCW 43.330.080 to contract with county-designated ADOs to increase the support for and coordination of community and economic development services in communities or regional areas.

As part of the contracting process, please complete the enclosed ADO Certification/Designation Form for the 2025-2027 Biennium, returning to Commerce by April 15, 2025. Your county can choose to re-designate the current ADO or make a new designation. Please see the enclosed Eligibility and Designation Guidelines.

Thank you for your consideration in helping to move the contracting process forward in a quick manner. I look forward to working with our ADO partners during the next biennium.

Sincerely,

Diana R. Divens
ADO Program Manager
Office of Economic Development and Competitiveness (OEDC)

Enclosures

cc w/enclosures: Clallam County Economic Development Council



Associate Development Organization Certification/Designation Form

(For use by County officials)

affirms/ designates the

(Name of County)

(Name of ADO)

as the Associate Development Organization to coordinate economic development services for the county under contract with the Washington State Department of Commerce. Consistent with statutory requirements:

1. ☐ The prospective ADO is a **non-profit** organization.

OR

- ☐ A **public entity** that has formed an authority or committee with full operating authority to carry out the duties of the ADO. It is important to recognize that this group would have its own authority and budget, not just the power to recommend actions/plans/expenses.

2. Economic development is the **primary mission** of the prospective ADO, and not just a secondary activity. This can be demonstrated with a written mission statement in a brochure, web-page, newsletter, etc. It may also be documented in the organization's by-laws.
3. For economic interests in the county, this organization serves as a networking tool and resource hub for business retention, expansion, and relocation in Washington.
4. This organization has/will have the capacity during the period under contract with Commerce to carry out work activities as detailed in RCW 43.330.080

This designation is effective on the date signed below, and shall remain in effect for the 2025-2027 biennium (07/01/2025-06/30/2027). **Please provide documentation of the County executive or governing body's action designating the above-identified organization as the ADO.**

Signature

Print Name

Title

Date

PLEASE SUBMIT THIS FORM AND DOCUMENTATION TO:

Diana Divens, ADO Program Manager at: ✉ diana.divens@commerce.wa.gov
Office of Economic Development and Competitiveness
Washington State Department of Commerce
Post Office Box 42525
Olympia, WA 98504-2525
Cell: (564) 999-3279

Revised (12/12/2024)



Washington State
Department of
Commerce

Associate Development Organizations

Eligibility & Designation Guidelines January 2025

2025-2027 biennium (07/01/2025-06/30/2027)

Overview

Washington's Department of Commerce (Commerce) maintains a contracted partnership with 35 Associate Development Organizations (ADOs), serving 39 counties, through both technical assistance and funding for local economic development activities. Each county in the state has designated an organization as their ADO to partner with Commerce and serve as the lead on local economic development activities in their county.

This guide is provided to assist county leaders in the process of designating the most effective organization to serve as the ADO for their county. The criteria that Commerce uses to approve and negotiate a contract with a county-designated ADO is also covered.

The origins of ADOs date back to Governor Booth Gardner's Team Washington strategy that was initiated in 1985 to develop public-private, and state-local partnerships across the state. At first the Local Economic Development Assistance Program (LEDA) provided administrative grants to 33 ADOs that served the state's 39 counties. ADOs were to become the principal contact for the department and all county economic development elements (chambers, towns, ports, businesses, etc.) would coordinate their efforts through their local ADO.

Expectations of ADOs

The broad role of an Associate Development Organization is that of advocacy and leadership, serving as the point of contact for local economic activities, recruiting/hosting new businesses, and coordinating business retention and expansion efforts within its service area. The ADO serves as the principal contact for Commerce regarding economic activity in their area. ADOs help Commerce gather data about community profiles, industrial sites, plans for business development and retention, reports on business activities, and proposals for other economic activities in their service areas.

ADOs are described in more detail in RCW 43.330.080, and a copy of that code is provided in the reference section of this guide.

Specific expectations of the ADO, as assessed by Commerce for contracting purposes include:

- 1) Partner with Commerce: The designated ADO organizations shall partner with Commerce as the lead local economic development organization in their service area to deliver economic development services at the local level. Through a contracted partnership, Commerce determines the scope of services delivered under the ADO grant/contract in collaboration with the ADO. The ADO works closely with Commerce to develop and carry out strategies and show potential for long-term sustainable growth.
- 2) Contracting Organizations (ADOs) in each Community or Regional Area Must Be "broadly representative of community and economic interests... capable of identifying key problems... and mobilizing broad support for recommended initiatives."

The code lists key players as:

- local governments
- chambers of commerce
- workforce development councils
- port districts
- labor groups
- institutions of higher education
- community action programs
- other appropriate private, public, or nonprofit community and economic development groups.

- 3) Best Practice Sharing: ADOs must meet and share best practices with other ADOs at least two times a year.
- 4) Resources and Services Provided to Local Businesses: ADOs shall provide direct assistance, including business planning, to companies throughout the county who need support to stay in business, expand, or relocate to Washington from out of state or other countries. Assistance must comply with business recruitment and retention protocols established in RCW 43.330.062.
- 5) Regional Planning: Support for regional economic research and regional planning efforts to implement target industry sector strategies and other economic development strategies including cluster-based strategies.
- 6) Reports to Commerce: ADOs report quarterly on activity outcomes; i.e., Business Retention and Expansion assistance; Business Recruitment, Entrepreneurial Business Start-ups, etc. They also provide information on how they coordinate and collaborate with other organizations and jurisdictions in their counties, as well as other significant accomplishments. Timelines for reporting are in each grant/contract.
- 7) Formal designation by County: The County's Board of Commissioners must formally designate an organization to serve as its ADO, providing Commerce with a signed statement of designation along with a certification of eligibility.

References

RCW 43.330.080

Coordination of community and economic development services — Contracts with county-designated associate development organizations — Scope of services — Business services training.

(1)(a) The department must contract with county-designated associate development organizations to increase the support for and coordination of community and economic development services in communities or regional areas. The contracting organizations in each community or regional area must:

- (i) Be broadly representative of community and economic interests;
 - (ii) Be capable of identifying key economic and community development problems, developing appropriate solutions, and mobilizing broad support for recommended initiatives;
 - (iii) Work closely with the department to carry out state-identified economic development priorities;
 - (iv) Work with and include local governments, local chambers of commerce, workforce development councils, port districts, labor groups, institutions of higher education, community action programs, and other appropriate private, public, or nonprofit community and economic development groups; and
 - (v) Meet and share best practices with other associate development organizations at least two times each year.
- (b) The scope of services delivered under the contracts required in (a) of this subsection must include two broad areas of work:
- (i) Direct assistance, including business planning, to companies throughout the county who need support to stay in business, expand, or relocate to Washington from out of state or other countries. Assistance must comply with business recruitment and retention protocols established in RCW [43.330.062](#), and includes:
 - (A) Working with the appropriate partners throughout the county including, but not limited to, local governments, workforce development councils, port districts, community and technical colleges and higher education institutions, export assistance providers, impact Washington, the Washington state quality award council, small business assistance programs, innovation partnership zones, and other federal, state, and local programs to facilitate the alignment of planning efforts and the seamless delivery of business support services within the entire county;
 - (B) Providing information on state and local permitting processes, tax issues, export assistance, and other essential information for operating, expanding, or locating a business in Washington;
 - (C) Marketing Washington and local areas as excellent locations to expand or relocate a business and positioning Washington as a globally competitive place to grow business, which may include developing and executing regional plans to attract companies from out of state;
 - (D) Working with businesses on site location and selection assistance;
 - (E) Providing business retention and expansion services throughout the county. Such services must include, but are not limited to, business outreach and monitoring efforts to identify and address challenges and opportunities faced by businesses, assistance to trade impacted businesses in applying for grants from the

federal trade adjustment assistance for firms program, and the provision of information to businesses on:

- (I) Resources available for microenterprise development;
- (II) Resources available on the revitalization of commercial districts; and
- (III) The opportunity to maintain jobs through shared work programs authorized under chapter [50.60](#) RCW;
- (F) Participating in economic development system-wide discussions regarding gaps in business start-up assistance in Washington;
- (G) Providing or facilitating the provision of export assistance through workshops or one-on-one assistance; and

(H) Using a web-based information system to track data on business recruitment, retention, expansion, and trade; and

(ii) Support for regional economic research and regional planning efforts to implement target industry sector strategies and other economic development strategies, including cluster-based strategies. Research and planning efforts should support increased living standards and increased foreign direct investment, and be aligned with the statewide economic development strategy. Regional associate development organizations retain their independence to address local concerns and goals. Activities include:

(A) Participating in regional planning efforts with workforce development councils involving coordinated strategies around workforce development and economic development policies and programs. Coordinated planning efforts must include, but not be limited to, assistance to industry clusters in the region;

(B) Participating with the state board for community and technical colleges as created in RCW [28B.50.050](#), and any community and technical colleges in the coordination of the job skills training program and the customized training program within its region;

(C) Collecting and reporting data as specified by the contract with the department for statewide systemic analysis. In cooperation with other local, regional, and state planning efforts, contracting organizations may provide insight into the needs of target industry clusters, business expansion plans, early detection of potential relocations or layoffs, training needs, and other appropriate economic information;

(D) In conjunction with other governmental jurisdictions and institutions, participating in the development of a countywide economic development plan.

(2) The department must provide business services training to the contracting organizations, including but not limited to:

(a) Training in the fundamentals of export assistance and the services available from private and public export assistance providers in the state; and

(b) Training in the provision of business retention and expansion services as required by subsection (1)(b)(i)(E) of this section.

[2014 c 112 § 111; 2012 c 195 § 1; 2011 c 286 § 2; 2009 c 151 § 10; 2007 c 249 § 2; 1997 c 60 § 1; 1993 c 280 § 11.]

Notes:

Findings -- Intent -- 2007 c 249: "The legislature finds that economic development success requires coordinated state and local efforts. The legislature further finds that economic development happens at the local level. County-designated associate development organizations serve as a networking tool and resource hub for business retention, expansion, and relocation in Washington. Economic development success requires an adequately funded and coordinated state effort and an adequately funded and coordinated local effort. The legislature intends to bolster the partnership between state and local economic development efforts, provide increased funding for local economic development services, and increase local economic development service effectiveness, efficiency, and outcomes." [2007 c 249 § 1.]

RCW 43.330.082

Contracting associate development organizations — Performance measures and summary of best practices — Remediation plans — Report

1)(a) Contracting associate development organizations must provide the department with measures of their performance and a summary of best practices shared and implemented by the contracting organizations. Annual reports must include the following information to show the contracting organization's impact on employment and overall changes in employment: Current employment and economic information for the community or regional area produced by the employment security department; the net change from the previous year's employment and economic information using data produced by the employment security department; other relevant information on the community or regional area; the amount of funds received by the contracting organization through its contract with the department; the amount of funds received by the contracting organization through all sources; and the contracting organization's impact on employment through all funding sources. Annual reports may include the impact of the contracting organization on wages, exports, tax revenue, small business creation, foreign direct investment, business relocations, expansions, terminations, and capital investment. Data must be input into a common web-based business information system managed by the department. Specific measures, data standards, and data definitions must be developed in the contracting process between the department and the contracting organization every two years. Except as provided in (b) of this subsection, performance measures should be consistent across regions to allow for statewide evaluation.

(b) In addition to the measures required in (a) of this subsection, contracting associate development organizations in counties with a population greater than one million five hundred thousand persons must include the following measures in reports to the department:

(i) The number of small businesses that received retention and expansion services, and the outcome of those services;

(ii) The number of businesses located outside of the boundaries of the largest city within the contracting associate development organization's region that received recruitment, retention, and expansion services, and the outcome of those services.

(2)(a) The department and contracting associate development organizations must agree upon specific target levels for the performance measures in subsection (1) of this section. Comparison of agreed thresholds and actual performance must occur annually.

(b) Contracting organizations that fail to achieve the agreed performance targets in more than one-half of the agreed measures must develop remediation plans to address performance gaps. The remediation plans

must include revised performance thresholds specifically chosen to provide evidence of progress in making the identified service changes.

(c) Contracts and state funding must be terminated for one year for organizations that fail to achieve the agreed upon progress toward improved performance defined under (b) of this subsection. During the year in which termination for nonperformance is in effect, organizations must review alternative delivery strategies to include reorganization of the contracting organization, merging of previous efforts with existing regional partners, and other specific steps toward improved performance. At the end of the period of termination, the department may contract with the associate development organization or its successor as it deems appropriate.

(3) The department must submit a final report to the legislature by December 31st of each even-numbered year on the performance results of the contracts with associate development organizations.

[2014 c 112 § 112; 2012 c 195 § 2; 2011 c 286 § 3; 2009 c 518 § 15; 2007 c 249 § 3.]

Notes:

Findings -- Intent -- 2007 c 249: See note following RCW [43.330.080](#).



FEMA

January 13, 2025

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Todd Mielke
County Administrator, Clallam County
223 East Fourth Street, Suite Four
Port Angeles, Washington 98362

RECEIVED
CLALLAM CO. COMMISSIONER
JAN 21 2025
1...2...3...A...

Dear County Administrator Mielke:

I commend you for the efforts that have been put forth in implementing the floodplain management measures for Clallam County, Washington, to participate in the National Flood Insurance Program (NFIP). As you implement these measures, I want to emphasize the following:

- a Flood Insurance Study (FIS) and Flood Insurance Rate Map (FIRM) have been completed for your community;
- the FIS and FIRM will become effective on April 23, 2025; and
- by the FIS and FIRM effective date, the Department of Homeland Security's Federal Emergency Management Agency (FEMA) Regional Office is required to approve the legally enforceable floodplain management measures your community adopts in accordance with Title 44 Code of Federal Regulations (CFR) Section 60.3(d) and (e).

As noted in FEMA's letter dated October 23, 2024, no significant changes have been made to the flood hazard data on the Preliminary and/or revised Preliminary copies of the FIRM for Clallam County. Therefore, Clallam County should use the Preliminary and/or revised Preliminary copies of the FIRM as the basis for adopting the required floodplain management measures. Final printed copies of the FIRM for Clallam County will be sent to you within the next few months.

If you encounter difficulties in enacting the measures, I recommend you contact the Washington Department of Ecology. You may contact Amanda Richardson, the NFIP State Coordinator, by telephone at (509) 385-3076, in writing at 4601 North Monroe Street, Spokane, Washington 99205, or by electronic mail at amri461@ecy.wa.gov.

The FEMA Regional staff in Bothell, Washington, is also available to provide technical assistance and guidance in the development of floodplain management measures. The adoption of compliant floodplain management measures will provide protection for Clallam County and will ensure its participation in the NFIP. The Regional Office may be contacted by telephone at (425) 487-4600 or

Todd Mielke
January 13, 2025
Page 2

in writing. Please send your written inquiries to the Director, Mitigation Division, FEMA Region 10, at 130 228th Street, Southwest, Bothell, Washington 98021-8627.

The NFIP State Coordinating Office for your State has verified that Washington communities may include language in their floodplain management measures that automatically adopt the most recently available flood elevation data provided by FEMA. Your community's floodplain management measures may already be sufficient if the measures include suitable automatic adoption language and are otherwise in accordance with the minimum requirements of the NFIP. The NFIP State Coordinator can assist you further in clarifying questions you may have about automatic adoption.

You may have already contacted the NFIP State Coordinator and/or the FEMA Regional Office, and may be in the final adoption process or recently adopted the appropriate measures. However, in the event your community has not adopted the appropriate measures, this letter is FEMA's official notification that you only have until April 23, 2025, to adopt and/or submit a floodplain management ordinance that meets or exceeds the minimum NFIP requirements, and request approval from the FEMA Regional Office by the effective date. Your community's adopted measures will be reviewed upon receipt and the FEMA Regional Office will notify you when the measures are approved.

I appreciate your cooperation to ensure that your community's floodplain management measures are approved by the FEMA Regional Office by April 23, 2025. Your compliance with these mandatory program requirements will enable your community to avoid suspension from the NFIP.

Additional information on community suspensions as proposed, other notices of current NFIP community status information, and details regarding updated publication requirements of community eligibility status information under the NFIP can be found on the Community Status Book section of our website at www.fema.gov/flood-insurance/work-with-nfip/community-status-book. Notices for scheduled suspension will be available on the National Flood Insurance Community Status and Public Notification section of our website at www.fema.gov/flood-insurance/work-with-nfip/community-status-book/public-notification. Individuals without internet access will be able to contact their local floodplain management official and/or NFIP State Coordinating Office directly for assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Rachel Sears", with a stylized, flowing script.

Rachel Sears, Director
Floodplain Management Division
Mitigation Directorate | FEMA

Todd Mielke
January 13, 2025
Page 3

cc: Willie G. Nunn, Regional Administrator, FEMA Region 10
Amanda Richardson, NFIP State Coordinator, Washington Department of Ecology
Bruce Emery, Director of Community Development, Clallam County



PORT ANGELES OFFICE • 118 E. 8th Street
Port Angeles, WA 98362

YOUTH SERVICES CENTER • 112 A E. 8th Street
Port Angeles, WA 98362

SEQUIM OFFICE • 500 W. Fir Street
Sequim, WA 98382

Phone: 360-457-0431 • Fax: 360-457-0493
www.peninsulabehavioral.org

January 14, 2025

Clallam County Tax Fund
223 East 4th St.
Port Angeles, WA 98362

RECEIVED
CLALLAM CO. COMMISSIONERS

JAN 22 2025

1...2...3...A...

Dear Clallam County Tax Fund,

Thank You for Supporting Peninsula Behavioral Health in 2024!

Your generous contributions have a profound and direct impact on the individuals we serve. By providing essential care to those in need, you help improve lives, strengthen families, and build healthier communities.

We deeply appreciate your dedication to the well-being of our most vulnerable neighbors. Your commitment ensures access to quality, comprehensive behavioral healthcare, which is vital to creating positive change. As the largest not-for-profit agency on the Peninsula and the primary community behavioral health provider in Clallam County, we are honored to serve and support our community with your help.

On behalf of our entire organization, I want to extend our heartfelt gratitude for your generous gifts totaling \$2,000,000 in 2024. Please note that no goods or services were exchanged for these contributions. Peninsula Behavioral Health is a 501(c)(3) not-for-profit organization with Tax Exempt Status (IRS 91-0869129). If you have any questions or believe our records require correction, please don't hesitate to contact me at (360) 457-0431 x531159.

Your unwavering support is truly valued, and we are grateful for your vital role in advancing our mission. Thank you for being an integral part of our efforts to enhance the well-being of our community.

With sincere appreciation,

Kind regards,

Tracy Sheldon
Development Director
tracys@peninsulabehavioral.org

Peninsula Behavioral Health 501(c)(3) is a not-for-profit agency with Tax Exempt Status (IRS 91-0869129).