



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, July 16, 2024 – 10:00 a.m.

Board of Clallam County Commissioner meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

This meeting can be viewed on a live stream at this link: <https://www.clallamcountywa.gov/669/Live-Archived-Meetings-Online>

Public comment can be directed to the Clerk of the Board at 360-417-2256 or Loni.Gores@clallamcountywa.gov

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT ? Please limit comments to three minutes (10 minutes total)

CONSENT AGENDA ? Any Commissioner may remove items for discussion

- 1a. Approval of vouchers for the week of July 8

Approval of vouchers 

- 1b. Approval of minutes for the week of July 8

Approval of minutes 

- 1c. Marine Resources Committee request to remove a board member due to nonparticipation

Request 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

- 2a. Contract amendment 5 with Department of Corrections for costs to hold offenders

Contract amendment 5 

- 2b. Agreement with Department of Commerce for Coordinating Low-income Housing Planning Grant

Agreement 

- 2c. Agreement with Department of Commerce for Victim Witness Assistance Grant

Agreement 

BIDS AND AWARDS

- 3a. Bid award ? Sekiu Sewer Main Replacement Project ? Bruch & Bruch Construction, Inc.

Bid award 

ADMINISTRATION

- 4a. Resolution establishing a position in support of proposition 1 Olympic Medical Center Public Hospital District No. 2 Levy Lid Lift for Health Care Services
(BOCC will take comments in support or opposing the ballot proposition)

Resolution 

BUDGET

- 5a. Notice that the following budget revisions will be adopted by Resolution on July 30:
HHS - Environmental Health - The budget is being revised to reallocate funding from the Laboratory Supplies line to the capital Machinery and Equipment line for the purchase of replacement laboratory equipment/\$6,000
Non-Dept - Hotel/Motel Tax - Reallocation of funds per Resolution 40, 2024, Board-approved lodging tax applications/\$675,804.65

Budget revisions 

- 5b. Notice that the following supplemental appropriations will be adopted by Resolution on July 30:
Sheriff - Operations -
- A grant from Washington State Criminal Justice Training Commission will be utilized for a consultant and minor exercise equipment to increase deputy wellness program/\$20,000
- A grant has been awarded by WASPC in support of a field response effort to identify and direct civilians undergoing mental distress to appropriate sources. Olympic Peninsula Community Clinic will provide the coordination and resources to fulfill this mission /\$629,566
Sheriff - Emergency Services - Clallam County was awarded \$125,000 from the USDA's Community Wildfire Defense program to update our wildfire protection plan, last revised in 2009. A fund match will be met by staff time from the County and Fire District for planning, outreach, and steering committee involvement/\$125,000
Sheriff - OPNET Drug - Clallam County's OPNET task force was awarded \$150,000 by WA State for the period of 7/1/24 - 6/30/25, to continue their ongoing efforts against our narcotics crisis/\$75,000
Sheriff - Jail -
- Clallam County Correctional Facility is awarded up to 2.25 million dollars of funding, half of which will be received into the General Fund balance in December 2024. This funding is to establish staffing, procedures, and infrastructure necessary for the Medicaid billing of inmate healthcare/\$1,125,000
- 4Sight monitoring bracelets that will give real-time health metrics and sound an alarm if parameters are critical, funded by County's Risk Pool/\$24,687

Supplemental appropriations 

- 5c. Resolution calling for a hearing to be held July 30 at 10:30 a.m. for the following debatable emergencies:
Public Works - Equipment Rental and Revolving - Fairground front mower FG173, which was

scheduled for replacement in 2025, must be replaced now due to serious engine issues/\$20,000

Debatable emergencies 

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 July 15-19:
Meetings below are held in the BOCC Board Room 160 unless indicated otherwise

Monday, July 15:

9:00 a.m. Work Session

12:00 p.m. WSAC Virtual Update (Virtually with WSAC)

Tuesday, July 16:

10:00 a.m. Board Meeting

1:30 p.m. Board of Health Meeting

Wednesday, July 17:

8:00 a.m. Coffee with Colleen (Virtually with EDC)

10:00 a.m. Clallam Transit Meeting (830 West Lauridsen, Blvd. Port Angeles)

Thursday, July 18:

9:00 a.m. Finance Committee Meeting

Saturday, July 20:

1:00 p.m. American Legion Mural Ceremony (107 E. Prairie Street, Sequim)

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.



1a
JUL 16 2024

Date of report: July 10, 2024

General Fund	\$353,627.55
Other Funds	\$1,327,164.43
Total	\$1,680,791.98

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 _____ 2024.

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

MIKE FRENCH, Chair

RANDY JOHNSON

MARK OZIAS

TODD MIELKE, County Administrator

Weekly Expenditures

July 8 - 12, 2024

Fund #	Department	Expenditures		Use Tax	
		General Fund (GF)	Other Funds	General Fund (GF)	Other Funds
00100.221	Auditor	236.39			
00100.241/291/831	Commissioners (BOCC)	8,314.59			
19914.291	BOCC - Veterans Relief		2,701.78		
19925.291	BOCC - Hotel/Motel		108,266.63		
19941.291	BOCC - Opportunity Fund		5,000.00		
19951.291	BOCC - Affordable Housing Sales Tax		35.15		
00100.331-334	Dept. of Community Develop't (DCD)	30,708.63			
30301.331	DCD - Lower Dungeness Floodplain		411,912.34		
00100.871	District Court I	572.61			
00100.881	District Court II	916.55			
11301.511	Health & Human Services (HHS)		89,808.38		143.29
00100.511	HHS - Environmental Health	17,597.35			
00100.513	HHS - Admin	79.73			
11322.511	HHS - Homeless Task Force		6,781.95		
11323.511	HHS - Chem Dep/Mental Hlth		22,380.02		
11331.511	HHS - Developmental Disabilities		242,673.11		
00100.461	Human Resources (HR)	17,389.42			
50401.461	HR - Risk Management		12,414.06		
50501.461	HR - Workers Compensation		5,221.60		
00100.851	Juvenile Services	14,213.30			
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		759.65		
00100.911/912	Parks Fair Facilities (PFF)	25,940.96			
30101.911	PFF - REET 1 (Real Estate Excise Tax)		3,952.36		
30201.911	PFF - REET 2 (Real Estate Excise Tax)		6,129.98		
30501.911	PFF - Capital Projects		25,091.55		
00100.841-843	Prosecuting Attorney	14,011.24			
	Public Works (PW)				
10101.611	PW - Roads		345,095.47		
40201.611	PW - Solid Waste		3,902.00		
41401.611	PW - Clallam/Seki Sewer		6,709.31		
42401.611	PW - Carlsborg Sewer		463.55		
43401.611	PW - Bullman Beach Water System		1,215.53		
50301.611	PW - ER&R (Equip't Rental & Revolving)		18,706.27		
00100.811-815,817	Sheriff	186,881.77		95.87	
00100.816	Sheriff - Jail Medical	8,266.43			
11008.811	Sheriff - OPNET Drug		263.82		
11065.811	Sheriff - OPSCAN Operations		1,573.31		
11080.811	Sheriff - Inmate Commissary		547.68		9.14
30605.811	Sheriff - Joint Public Safety Facility Project		2,500.00		
00100.861	Superior Court	17,654.72			
12905.861	Superior Court - Dispute Resolution		945.00		
12911.861	Superior Court - Courthouse Facilitator		440.00		
00100.891	Superior Court Clerk	1,252.72			
00100.231	Treasurer	3,642.51			
12201.231	Treasurer - O&M (Operation & Maintenance)		1,521.50		
00100.931	WSU Extension	5,852.76			
Total		353,531.68	1,327,012.00	95.87	152.43

VISA statement balance:

Statement date:

Report Reconciliation		Totals			
Total	1,680,543.68	General Fund	353,627.55		
Final Check Lists	1,680,543.68	Other Non-GF	1,327,164.43		
Difference	-	VISA charges	-		
		Total	1,680,791.98	Use Tax	248.30

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
7/16/2024	CHARM-TEX	0367545-IN	jminnoch1	607.20	54.04	607.20
7/16/2024	CHARM-TEX	0368251-IN	jminnoch1	98.16	8.74	98.16
7/16/2024	MODERN IMAGING SOLUTIONS	002320332	jkoon	371.80	33.09	371.80
7/16/2024	PACIFIC COAST AVIONICS CORP	IN 24-PCA-24245	nfurford	1,609.95	143.29	1,609.95
7/16/2024	SWANSONS SERVICES CORP.	1851444	jkoon	59.47	5.29	59.47
7/16/2024	SWANSONS SERVICES CORP.	1849596	jkoon	43.21	3.85	43.21
Totals:				2,789.79	248.30	2,789.79

Entry Title
Date

Inter Department Invoices
6/30/2024

entry #

E/R/B	Fund number	BARS number	Description	Debit	Credit	Comment
B	00100 .000.	11110.00.0000	DCD		8972.01	2024.095E 3/13/24 vehicle tow/repair
E	00100 .333.	52420.48.0042	DCD	8972.01		2024.095E 3/13/24 vehicle tow/repair
R	50301 .611.	34830.24.0100	PW - ER&R		8972.01	2024.095E 3/13/24 vehicle tow/repair
B	50301 .000.	11110.00.0000	PW - ER&R	8972.01		2024.095E 3/13/24 vehicle tow/repair
B	00100 .000.	11110.00.0000	DCD		1000.00	2024.122E 5/24 vehicle rent
E	00100 .331.	52460.45.0015	DCD	1000.00		2024.122E 5/24 vehicle rent
R	50301 .611.	34810.00.0030	PW - ER&R		1000.00	2024.122E 5/24 vehicle rent
B	50301 .000.	11110.00.0000	PW - ER&R	1000.00		2024.122E 5/24 vehicle rent
B	00100 .000.	11110.00.0000	DCD		1260.00	2024.122E 5/24 vehicle rent
E	00100 .333.	52420.45.0015	DCD	1260.00		2024.122E 5/24 vehicle rent
R	50301 .611.	34810.00.0030	PW - ER&R		1260.00	2024.122E 5/24 vehicle rent
B	50301 .000.	11110.00.0000	PW - ER&R	1260.00		2024.122E 5/24 vehicle rent
B	30301 .000.	11110.00.0000	DCD		37.95	G157 2024.134E 05/24 vehicle rent
E	30301 .331.	55310.45.0015	DCD	37.95		G157 2024.134E 05/24 vehicle rent
R	50301 .611.	34810.00.0030	PW - ER&R		37.95	G157 2024.134E 05/24 vehicle rent
B	50301 .000.	11110.00.0000	PW - ER&R	37.95		G157 2024.134E 05/24 vehicle rent
B	00100 .000.	11110.00.0000	DCD		18.15	CP 2024.134E 05/24 vehicle rent
E	00100 .334.	55860.45.0015	DCD	18.15		CP 2024.134E 05/24 vehicle rent
R	50301 .611.	34810.00.0030	PW - ER&R		18.15	CP 2024.134E 05/24 vehicle rent
B	50301 .000.	11110.00.0000	PW - ER&R	18.15		CP 2024.134E 05/24 vehicle rent
B	00100 .000.	11110.00.0000	DCD		39.60	City PA 2024.134E 05/24 vehicle rent
E	00100 .332.	55492.45.0015	DCD	39.60		City PA 2024.134E 05/24 vehicle rent
R	50301 .611.	34810.00.0030	PW - ER&R		39.60	City PA 2024.134E 05/24 vehicle rent
B	50301 .000.	11110.00.0000	PW - ER&R	39.60		City PA 2024.134E 05/24 vehicle rent
B	00100 .000.	11110.00.0000	DCD		13.20	BD 2024.134E 05/24 vehicle rent
E	00100 .333.	55850.45.0015	DCD	13.20		BD 2024.134E 05/24 vehicle rent
R	50301 .611.	34810.00.0030	PW - ER&R		13.20	BD 2024.134E 05/24 vehicle rent
B	50301 .000.	11110.00.0000	PW - ER&R	13.20		BD 2024.134E 05/24 vehicle rent
B	11323 .000.	11110.00.0000	HHS - CDMH		9270.18	CCSCA 5-16-24 CDMH Drug Court 0424
E	11323 .511.	56611.41.5040	HHS - CDMH	9270.18		CCSCA 5-16-24 CDMH Drug Court 0424
R	00100 .861.	34630.00.0020	Sup Ct		9270.18	CCSCA 5-16-24 CDMH Drug Court 0424
B	00100 .000.	11110.00.0000	Sup Ct	9270.18		CCSCA 5-16-24 CDMH Drug Court 0424
B	11323 .000.	11110.00.0000	HHS - CDMH		13109.84	CCSCA 5-16-24 CDMH LIFT Court 0424
E	11323 .511.	56611.41.5150	HHS - CDMH	13109.84		CCSCA 5-16-24 CDMH LIFT Court 0424
R	00100 .861.	34630.00.0010	Sup Ct		13109.84	CCSCA 5-16-24 CDMH LIFT Court 0424
B	00100 .000.	11110.00.0000	Sup Ct	13109.84		CCSCA 5-16-24 CDMH LIFT Court 0424

DCD	00100.33*	11,302.96
	30301.331	37.95
HHS	00100.511	1,780.00
	11301.511	1,952.88
	11323.511	22,380.02
Juv Svcs	00100.851	1,990.00
Nox Weeds	13001.381	493.06
Sheriff	00100.811	161,027.90
	00100.813	600.00
	00100.815	1,078.50
	00100.817	575.00
	11065.811	525.00
Veteran's	19914.291	101.78
WSU Ext	00100.931	4,976.59
	Total	208,821.64
	mail check	-

AP warrants 0 * *

1-436-152-50+

JE 208-821-64+

JE 5-269-54+

1-600-543-68+

0 * *

Entry Title
Date

Inter Department Invoices
6/30/2024

entry #

E/R/B	Fund number	BARS number	Description	Debit	Credit	Comment
B	00100	.000.	11110.00.0000		890.00	2024.123E 0524 vehicle rent
E	00100	.511.	56254.45.0015	890.00		2024.123E 0524 vehicle rent
R	50301	.611.	34810.00.0040		890.00	2024.123E 0524 vehicle rent
B	50301	.000.	11110.00.0000	890.00		2024.123E 0524 vehicle rent
B	00100	.000.	11110.00.0000		890.00	2024.123E 0524 vehicle rent
E	00100	.511.	56254.45.0015	890.00		2024.123E 0524 vehicle rent
R	50301	.611.	34810.00.0040		890.00	2024.123E 0524 vehicle rent
B	50301	.000.	11110.00.0000	890.00		2024.123E 0524 vehicle rent
B	11301	.000.	11110.00.0000		1098.78	2024.060R 5/14/24 Maint at C St Forks
E	11301	.511.	56210.41.0020	1098.78		2024.060R 5/14/24 Maint at C St Forks
R	10101	.611.	34589.00.0020		1098.78	2024.060R 5/14/24 Maint at C St Forks
B	10101	.000.	11110.00.0000	1098.78		2024.060R 5/14/24 Maint at C St Forks
B	11301	.000.	11110.00.0000		854.10	2024.060R 5/14/24 Maint at C St Forks
E	11301	.511.	56210.41.0020	854.10		2024.060R 5/14/24 Maint at C St Forks
R	10101	.611.	34420.00.0000		854.10	2024.060R 5/14/24 Maint at C St Forks
B	10101	.000.	11110.00.0000	854.10		2024.060R 5/14/24 Maint at C St Forks
B	00100	.000.	11110.00.0000		1990.00	2024.130E 0524 vehicle rental
E	00100	.851.	52760.45.0015	1990.00		2024.130E 0524 vehicle rental
R	50301	.611.	34810.00.0060		1990.00	2024.130E 0524 vehicle rental
B	50301	.000.	11110.00.0000	1990.00		2024.130E 0524 vehicle rental
B	13001	.000.	11110.00.0000		340.62	2024.151E 05/24 fuel
E	13001	.381.	55360.45.0015	340.62		2024.151E 05/24 fuel
R	50301	.611.	34810.00.0070		340.62	2024.151E 05/24 fuel
B	50301	.000.	11110.00.0000	340.62		2024.151E 05/24 fuel
B	13001	.000.	11110.00.0000		91.39	24MB004 5/6/24 Q1 Postage
E	13001	.381.	55360.42.0020	91.39		24MB004 5/6/24 Q1 Postage
R	00100	.291.	34170.00.0030		91.39	24MB004 5/6/24 Q1 Postage
B	00100	.000.	11110.00.0000	91.39		24MB004 5/6/24 Q1 Postage
B	13001	.000.	11110.00.0000		61.05	2024.135NW 05/24 vehicle rental
E	13001	.381.	55360.45.0015	61.05		2024.135NW 05/24 vehicle rental
R	50301	.611.	34810.00.0070		61.05	2024.135NW 05/24 vehicle rental
B	50301	.000.	11110.00.0000	61.05		2024.135NW 05/24 vehicle rental
B	00100	.000.	11110.00.0000		56.50	1481 6/11/24 May 2024 CB/Sekiu Sewer
E	00100	.811.	52150.47.0040	56.50		1481 6/11/24 May 2024 CB/Sekiu Sewer
R	41401	.611.	34354.90.0000		56.50	1481 6/11/24 May 2024 CB/Sekiu Sewer
B	41401	.000.	11110.00.0000	56.50		1481 6/11/24 May 2024 CB/Sekiu Sewer
B	00100	.000.	11110.00.0000		100824.00	2024.133E 5/28/24 2024 CAPITAL EQUIPT
E	00100	.811.	59421.64.0010	100824.00		2024.133E 5/28/24 2024 CAPITAL EQUIPT
R	50301	.611.	37900.00.0110		100824.00	2024.133E 5/28/24 2024 CAPITAL EQUIPT
B	50301	.000.	11110.00.0000	100824.00		2024.133E 5/28/24 2024 CAPITAL EQUIPT

Entry Title	Inter Department Invoices	entry #
Date	6/30/2024	

E/R/B	Fund number	BARS number	Description	Debit	Credit	Comment
B	00100	.000.	11110.00.0000	CCSO	4357.05	2024.132E 5/24 MILEAGE
E	00100	.811.	52110.45.0015	CCSO	4357.05	2024.132E 5/24 MILEAGE
R	50301	.611.	34810.00.0110	PW - ER&R	4357.05	2024.132E 5/24 MILEAGE
B	50301	.000.	11110.00.0000	PW - ER&R	4357.05	2024.132E 5/24 MILEAGE
B	00100	.000.	11110.00.0000	CCSO	4736.72	2024.132E 5/24 MILEAGE
E	00100	.811.	52121.45.0015	CCSO	4736.72	2024.132E 5/24 MILEAGE
R	50301	.611.	34810.00.0110	PW - ER&R	4736.72	2024.132E 5/24 MILEAGE
B	50301	.000.	11110.00.0000	PW - ER&R	4736.72	2024.132E 5/24 MILEAGE
B	00100	.000.	11110.00.0000	CCSO	49384.63	2024.132E 5/24 MILEAGE
E	00100	.811.	52122.45.0015	CCSO	49384.63	2024.132E 5/24 MILEAGE
R	50301	.611.	34810.00.0110	PW - ER&R	49384.63	2024.132E 5/24 MILEAGE
B	50301	.000.	11110.00.0000	PW - ER&R	49384.63	2024.132E 5/24 MILEAGE
B	00100	.000.	11110.00.0000	CCSO	1669.00	2024.132E 5/24 MILEAGE
E	00100	.811.	52180.45.0015	CCSO	1669.00	2024.132E 5/24 MILEAGE
R	50301	.611.	34810.00.0110	PW - ER&R	1669.00	2024.132E 5/24 MILEAGE
B	50301	.000.	11110.00.0000	PW - ER&R	1669.00	2024.132E 5/24 MILEAGE
B	00100	.000.	11110.00.0000	CCSO	600.00	2024.132E 5/24 MILEAGE
E	00100	.813.	55430.45.0015	CCSO	600.00	2024.132E 5/24 MILEAGE
R	50301	.611.	34810.00.0110	PW - ER&R	600.00	2024.132E 5/24 MILEAGE
B	50301	.000.	11110.00.0000	PW - ER&R	600.00	2024.132E 5/24 MILEAGE
B	00100	.000.	11110.00.0000	CCSO	1078.50	2024.132E 5/24 MILEAGE
E	00100	.815.	52360.45.0015	CCSO	1078.50	2024.132E 5/24 MILEAGE
R	50301	.611.	34810.00.0110	PW - ER&R	1078.50	2024.132E 5/24 MILEAGE
B	50301	.000.	11110.00.0000	PW - ER&R	1078.50	2024.132E 5/24 MILEAGE
B	11065	.000.	11110.00.0000	CCSO	525.00	2024.132E 5/24 MILEAGE
E	11065	.811.	52880.45.0015	CCSO	525.00	2024.132E 5/24 MILEAGE
R	50301	.611.	34810.00.0110	PW - ER&R	525.00	2024.132E 5/24 MILEAGE
B	50301	.000.	11110.00.0000	PW - ER&R	525.00	2024.132E 5/24 MILEAGE
B	00100	.000.	11110.00.0000	CCSO	575.00	2024.132E 5/24 MILEAGE
E	00100	.817.	52510.45.0015	CCSO	575.00	2024.132E 5/24 MILEAGE
R	50301	.611.	34810.00.0110	PW - ER&R	575.00	2024.132E 5/24 MILEAGE
B	50301	.000.	11110.00.0000	PW - ER&R	575.00	2024.132E 5/24 MILEAGE
B	19914	.000.	11110.00.0000	Veterans	101.78	2024.136E 0524 Vehicle Rental
E	19914	.291.	56520.45.0015	Veterans	101.78	2024.136E 0524 Vehicle Rental
R	50301	.611.	34810.00.0020	PW - ER&R	101.78	2024.136E 0524 Vehicle Rental
B	50301	.000.	11110.00.0000	PW - ER&R	101.78	2024.136E 0524 Vehicle Rental
B	00100	.000.	11110.00.0000	WSU Ext	236.59	2024.135E WSU 0524 Vehicle Rental
E	00100	.931.	57121.45.0015	WSU Ext	236.59	2024.135E WSU 0524 Vehicle Rental
R	50301	.611.	34810.00.0120	PW - ER&R	236.59	2024.135E WSU 0524 Vehicle Rental
B	50301	.000.	11110.00.0000	PW - ER&R	236.59	2024.135E WSU 0524 Vehicle Rental
B	00100	.000.	11110.00.0000	WSU Ext	1127.00	3/1-5/31/24 Roadside Weed Mgmt
E	00100	.931.	55360.31.0020	WSU Ext	1127.00	3/1-5/31/24 Roadside Weed Mgmt
R	13001	.381.	34516.00.0020	Nox Weeds	1127.00	3/1-5/31/24 Roadside Weed Mgmt
B	13001	.000.	11110.00.0000	Nox Weeds	1127.00	3/1-5/31/24 Roadside Weed Mgmt
B	00100	.000.	11110.00.0000	WSU Ext	2908.00	3/1-5/31/24 Roadside Weed Mgmt
E	00100	.931.	55360.41.0020	WSU Ext	2908.00	3/1-5/31/24 Roadside Weed Mgmt
R	13001	.381.	34516.00.0020	Nox Weeds	2908.00	3/1-5/31/24 Roadside Weed Mgmt
B	13001	.000.	11110.00.0000	Nox Weeds	2908.00	3/1-5/31/24 Roadside Weed Mgmt
B	00100	.000.	11110.00.0000	WSU Ext	705.00	2024.129E 0524 Vehicle Rental
E	00100	.931.	57121.45.0015	WSU Ext	705.00	2024.129E 0524 Vehicle Rental
R	50301	.611.	34810.00.0120	PW - ER&R	705.00	2024.129E 0524 Vehicle Rental
B	50301	.000.	11110.00.0000	PW - ER&R	705.00	2024.129E 0524 Vehicle Rental
TOTALS				417643.28	417643.28	208821.64

Entry Title Date		Inter Department Invoices 6/30/2024			entry #	
E/R/B	Fund number	BARS number	Description	Debit	Credit	Comment
E	00100 .511.	56254.41.0020	HHS	2302.84		PIC 2024 04 05 6/7/24
R	00100 .332.	34319.00.0025	DCD		2302.84	PIC 2024 04 05 6/7/24
E	00100 .851.	52760.31.0067	Juv Svcs	2966.70		C24-024 5/24 Detention Meals
R	00100 .815.	34270.00.0050	Sheriff		2966.70	C24-024 5/24 Detention Meals
totals				5269.54	5269.54	
entry balance				0.00		

Totals by BARS #:		
DCD	00100.331	2,302.84
Juv Svcs	00100.851	2,966.70
		5,269.54

Auditor

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	7/16/2024	0046683	ODP BUSINESS SOLUTIONS	L372627017001	6/25/2024	PAPER, POST-ITS, PENS, PAF	117.89	117.89
	7/16/2024	0049051	GOLDEN, SARA	Golden 6-11-24	6/11/2024	2024 ELECTIONS CONFEREN	118.50	118.50
Sub total for U S BANK:							236.39	

0.46645250+
0.16401+
2.60000+
876.17+
19.03972+
1.25272+
8.26645+
27.96018+
3.90200+
0.38839+
345.09547+
18.70627+
14.01124+
61.11485+
266.59+
9.25660+
34.98644+
48.31583+
304.29181+
916.55+
572.61+
428.97722+
121.65501+
236.39+

0.00

BOCC

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000332	CLALLAM CO AUDITORS TAX	PCORI2000633	7/5/2024	PCORI FEES 2023 RHS PLAN	38.64	38.64
7/16/2024	0000382	CODE PUBLISHING COMPANY	GCI0014539	7/3/2024	MUNICIPAL CODE WEB UPDA	127.96	127.96
7/16/2024	0000842	IMAGINE IT FRAMED	31286	6/27/2024	RICH SILL	128.74	128.74
7/16/2024	0001083	OLYMPIC PEN VISITOR BURE	2446	7/3/2024	JUNE 2024 SERVICES PER C	66,666.63	66,666.63
7/16/2024	0001632	U S POSTMASTER	BRM Dep 6/2024	6/26/2024	USPS BUSINESS RETURN M	4,000.00	4,000.00
7/16/2024	0001632	U S POSTMASTER	Jury 10-11/2024	7/3/2024	1,000 SUMMONS @ .53	530.00	530.00
7/16/2024	0028699	SOUND PUBLISHING INC	8140222	7/3/2024	PUBLIC HEARING OPP FUND	134.80	
			8140223-1	7/3/2024	HEARING CIE FOR HUD CDB	44.82	179.62
7/16/2024	0037979	WASHINGTON STATE UNIVER	CI00051182	6/27/2024	2ND Q PAYMENT 2024 PER C	5,000.00	5,000.00
7/16/2024	0046683	ODP BUSINESS SOLUTIONS	L370708836001	6/27/2024	PENS,PAPER,BINDER	162.89	162.89
7/16/2024	0046683	ODP BUSINESS SOLUTIONS	L373864862001	7/3/2024	MARKERS,POST-IT NOTES,TI	98.98	98.98
7/16/2024	0049591	WIRKEBAU, UNA	WIRKEBAU 6/20	6/26/2024	PORTLAND MASS TIMBER & I	621.55	621.55
7/16/2024	0049895	STORM KING FC	RES 40 STORKI	6/26/2024	SERVICES PER CONTRACT 1	41,600.00	41,600.00
7/16/2024	0049897	QUILEUTE TRIBAL SCHOOL	RES 50 QUILEU	6/27/2024	SERVICES PER CONTRACT 2	2,500.00	2,500.00
Sub total for U S BANK:							121,655.01

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000403	COPY CAT GRAPHICS & SIGN	1149	6/14/2024	G145 TASK 3 SIGNAGE	174.24	174.24
7/16/2024	0000799	JAMESTOWN SKLALLAM TRIE	5023-5	7/3/2024	G23 TASK 2 4/1/24-6/30/24 PI	12,416.34	
			NOPLE 6-24-24	6/24/2024	G133 SITE RENTAL	100.00	12,516.34
7/16/2024	0001179	PACIFIC OFFICE EQUIPMENT	1143323	6/28/2024	#10293 JUNE 2024	354.98	
			114324	6/28/2024	#12212 JUNE 2024	140.26	
			1143322	6/28/2024	#10336 JUNE 2024	106.74	
			1143321	6/28/2024	#10051 JUNE 2024	17.42	619.40
7/16/2024	0001700	WA ST DEPT OF ECOLOGY	CW95463754	6/25/2024	CP TRAINING	50.00	
			CW-95463269	6/25/2024	CP TRAINING	50.00	
			CW-95463541	6/25/2024	CP PLANNING	50.00	
			CW-95463632	6/25/2024	CP TRAINING	50.00	200.00
7/16/2024	0020849	U S BANK	WPSG 6-13-202	6/13/2024	CODE ENF. EQUIPMENT	647.32	
			P&J STORAGE	7/2/2024	G145 TASK 1 PROFESSIONAL	80.00	
			AMZN 6-18-24	6/18/2024	BUILDING OPERATING SUPP	23.26	
			AMZN 6-19-24	6/19/2024	BUILDING OPERATING SUPP	20.43	
			VOLMATCH 6/17	6/17/2024	STREAMKEEPERS VOL. MAT	5.50	776.51
7/16/2024	0028699	SOUND PUBLISHING INC	8140223	6/30/2024	ADVERTISING JUNE 2024	405.84	405.84
7/16/2024	0036990	ANCHOR QEA INC	25559	6/18/2024	G156 PRO SERVICES THROU	2,377.00	2,377.00
7/16/2024	0036994	SHANNON & WILSON INC	147812	6/4/2024	G157 PRO SERVICES 4/14/24	26,524.39	
			147810	6/4/2024	SCARSELLA VIOLATION 4/14/	165.00	26,689.39
7/16/2024	0039316	NORDLAND CONSTRUCTION	PAY APP #1	6/20/2024	G157 PROFESSIONAL SERVI	385,185.00	385,185.00
7/16/2024	0049644	KALAGHER, AMELIA	KALAGHER 6-28	6/28/2024	G145 TASK1 : \$30.35 TASK 3:	33.50	33.50
Sub total for U S BANK:							428,977.22

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07/10/2024 8:34:45AM

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
	7/16/2024	0001179	PACIFIC OFFICE EQUIPMENT	1143304	6/28/2024	POE - CANON/IRA615IFZ, BLA	126.78
				1143306	6/28/2024	POE - CANON/IMAGERUNNEI	39.25
				1143305	6/28/2024	POE - CANON/IR1435, BLACK	0.22
	7/16/2024	0003410	LEMAY MOBILE SHREDDING	4846528S185	7/1/2024	LEMAY SHREDDING	16.84
	7/16/2024	0021386	STAPLES ADVANTAGE	6004344321	6/8/2024	DC PROBATION OFFICE SUP	389.52
Sub total for U S BANK:							572.61

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07/10/2024 8:37:40AM

Final Check List
CLALLAM COUNTY

District Court II

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	7/16/2024	0019100	PLUMLEY, WILLIAM L	690879	7/16/2024	SPANISH INTERPRETER	390.00	390.00
	7/16/2024	0021386	STAPLES ADVANTAGE	6004709629	7/16/2024	OFFICE SUPPLIES	53.29	
				6005092660	7/16/2024	OFFICE SUPPLIES	41.26	94.55
	7/16/2024	0032370	DOWNING, MARK	4763559-1	7/16/2024	POSTAGE	432.00	432.00
Sub total for U S BANK:							916.55	

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0046683	ODP BUSINESS SOLUTIONS	L373230893001	6/22/2024	HOPS - CHAIR MAT	167.56	167.56
7/16/2024	0001149	OLYMPIC STATIONERS INC	97384	6/20/2024	HOPS - CERTIFICATE STAMP	132.85	132.85
7/16/2024	0049079	PACIFIC COAST AVIONICS COIN 24-PCA-2424		6/20/2024	HOPS - BASE STATEION/POV	1,609.95	1,609.95
7/16/2024	0049315	PAMELA JANE WALKER MS RI6		7/1/2024	HOPS - WIC SERVICES - JUN	3,765.00	3,765.00
7/16/2024	0001300	PUBLIC UTILITY DISTRICT	0001300	6/24/2024	HOPS - FORKS OFFICE UTILI	119.66	119.66
7/16/2024	0046988	RICHARDSON, SUMMER	SR BT 06-28-24	6/28/2024	HOPS - BUSINESS MILEAGE -	122.88	122.88
7/16/2024	0001395	SANOFI PASTEUR, INC.	7141033890	6/21/2024	HOPS - TUBERSOL	371.01	371.01
7/16/2024	0049218	SQUEAKY CLEAN SERVICES	363	7/2/2024	HOPS - CLEANING/SANITIZIN	1,000.00	
			364	7/2/2024	HOPS - CLEANING/SANITIZIN	800.00	1,800.00
7/16/2024	0001508	STERICYCLE, INC	8007522738	6/21/2024	HOPS - SYRINGE DISPOSAL	131.50	131.50
7/16/2024	0044209	WARREN, KIM	KW BT 07-01-24	7/1/2024	HOPS - BUSINESS MILEAGE -	10.45	
			KW BT 07-01-24	7/1/2024	HOPS - BUSINESS MILEAGE -	6.03	16.48
7/16/2024	0001767	WEST WASTE & RECYCLING	0000322045	6/30/2024	HOPS - GARBAGE COLLECTI	76.17	76.17
7/16/2024	0033201	WESTSIDE PIZZA	WP 06-21-24	6/21/2024	HOPS - GROUP SUPPORT SL	154.51	154.51
7/16/2024	0033201	WESTSIDE PIZZA	WP 06-28-24	6/28/2024	HOPS - GROUP SUPPORT SL	154.51	154.51
7/16/2024	0049874	WREN CONSTRUCTION INC	124183	6/25/2024	HOPS - INSTALL ANTENNAS	16,676.62	16,676.62
7/16/2024	0026762	THE ANSWER FOR YOUTH	11322-23-BTG 6	7/2/2024	HTF - BRIDGING THE GAP 10	6,781.95	6,781.95
7/16/2024	0048743	BORGARD, STEPHANIE	SB 07-02-24	7/2/2024	DDD - PROJECT SAFER - JUN	125.00	125.00
7/16/2024	0000396	CONCERNED CITIZENS	CC STATE 05-24	6/26/2024	DDD - STATE CONTRACT - M	69,774.50	69,774.50
7/16/2024	0000396	CONCERNED CITIZENS	1602181	5/31/2024	DDD - IE INFRASTRUCTURE !	5,118.15	
			1602182	5/31/2024	DDD - OVERSERVED HOURS	52.50	5,170.65
7/16/2024	0048321	MCFARLAND, REBECCA	RM 07-02-24	7/2/2024	DDD - PROJECT SAFER - JUN	525.00	525.00
7/16/2024	0001017	MORNINGSIDE INC	MS STATE 05-24	6/21/2024	DDD - STATE CONTRACT - M	42,131.25	42,131.25
7/16/2024	0001017	MORNINGSIDE INC	S-INV106835	6/25/2024	DDD - IE INFRASTRUCTURE !	9,188.63	
			S-INV106836	6/25/2024	DDD - OVERSERVED HOURS	131.25	9,319.88
7/16/2024	0017530	PIERCE JONES & ASSOCIATE	PJA STATE 05-2	6/26/2024	DDD - STATE CONTRACT - M	59,748.00	
			20267 CCSP	6/25/2024	DDD - IE INFRASTRUCTURE !	10,253.48	
			20266 CCSP	6/25/2024	DDD - OVERSERVED HOURS	2,572.50	72,573.98
7/16/2024	0017530	PIERCE JONES & ASSOCIATE	20269	6/27/2024	DDD - COMMUNITY INCLUSIC	16,000.00	
			SC 20271	6/28/2024	DDD - IE INFRUSTRUCTURE !	10,396.60	
			20270	6/27/2024	DDD - COMMUNITY INCLUSIC	10,000.00	
			20268	6/27/2024	DDD - COMMUNITY INCLUSIC	6,000.00	
			SC 20272	6/28/2024	DDD - OVERSERVED HOURS	656.25	43,052.85

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0004046	CAPITOL CITY PRESS, INC.	158063	6/17/2024	WATER LAB - LAB SUPPLIES	176.57	176.57
7/16/2024	0049900	DOUGLASS, PATIRICA	PD 3-28-24	3/28/2024	ONSITE - SEPTIC SYSTEM	175.00	175.00
7/16/2024	0036231	FISHER SCIENTIFIC COMPAN	3014033	6/12/2024	WATER LAB - SERVICE FOR I	4,633.70	4,633.70
7/16/2024	0000700	HACH COMPANY	14071964	6/14/2024	WATER LAB - LAB SUPPLIES	629.00	629.00
7/16/2024	0037201	HS GOVTECH USA INC	2024-106 A	6/19/2024	FOOD - YR4 HEALTH SPACE I	7,867.63	7,867.63
7/16/2024	0001002	MILLIPORE CORP	11209193	3/1/2024	WATER LAB - LAB SUPPLIES	773.63	
			10995149	9/1/2023	WATER LAB - LAB SUPPLIES	62.02	835.65
7/16/2024	0046683	ODP BUSINESS SOLUTIONS	L370111596001	6/5/2024	ADMIN - OFFICE SUPPLIES	268.26	
			370136522001	6/5/2024	WATER LAB - OFFICE SUPPL	84.14	
			370130163001	6/5/2024	WATER LAB - OFFICE SUPPL	75.69	428.09
7/16/2024	0033217	RADIO PACIFIC, INC	24060129	6/30/2024	ONSITE - KONP RADIO SPOT	495.00	495.00
7/16/2024	0049899	TOWNSEND, DANIEL	DT 6-5-24	6/5/2024	ONSITE - SEPTIC SYSTEM	526.71	526.71
7/16/2024	0001694	WA ST BOARD OF REG SANIT	WSBRS JR 6-1-	6/1/2024	ONSITE - LICENSE RENEWAL	50.00	50.00
7/16/2024	0039629	OPPELT, JENNIFER	JO BT 06-28-24	6/28/2024	HADM - BUSINESS MILEAGE	79.73	79.73
7/16/2024	0049775	BEACHAM, SAMANTHA	SB BT 06-24-24	6/24/2024	HOPS - BUSINESS MILEAGE	98.49	98.49
7/16/2024	0036323	BUCK'S NORTHWEST LANDS	3215	5/31/2024	HOPS - LANDSCAPE CLEANU	2,479.55	2,479.55
7/16/2024	0041765	CALL LUKE LLC	4610	6/13/2024	HOPS - PEST CONTROL - FOI	119.46	119.46
7/16/2024	0022148	CENTURYLINK BUSINESS SE	692830318	6/24/2024	HOPS - FORKS 1-800 LINE	8.20	8.20
7/16/2024	0049892	CLALLAM COUNTY AMATEUR	CCARC 06-05-2	6/5/2024	HOPS - REIMBURSEMENT - E	1,500.00	1,500.00
7/16/2024	0049643	DUNCAN, KYRISSA	KD BT 07-01-24	7/1/2024	HOPS - BUSINESS MILEAGE	5.70	5.70
7/16/2024	0000546	EXPRESS SERVICES, INC	30893429	6/19/2024	HOPS - EXTRA HELP	1,279.20	
			30933781	6/26/2024	HOPS - EXTRA HELP	1,279.20	2,558.40
7/16/2024	0000546	EXPRESS SERVICES, INC	30963976	7/2/2024	HOPS - EXTRA HELP	1,279.20	1,279.20
7/16/2024	0000593	FORKS, CITY OF	CF 07-01-2024	7/1/2024	HOPS - FORKS OFFICE UTILI	78.28	78.28
7/16/2024	0044629	FORSMAN-SIMS, SIRI	SFS TR 06-18-2	6/18/2024	HOPS - BUSINESS TRAVEL R	172.73	
			SFS BT 06-18-2	6/18/2024	HOPS - BUSINESS MILEAGE	23.05	195.78
7/16/2024	0049142	GALLENTINE, MADISON	MG BT 06-26-24	6/26/2024	HOPS - BUSINESS MILEAGE	75.04	75.04
7/16/2024	0000825	JOHNSON, ANN	AJ BT 06-28-24	6/28/2024	HOPS - BUSINESS MILEAGE	75.04	75.04
7/16/2024	0048759	MAXWELL, ADRIENNE	12	6/28/2024	HOPS - WIC DIETICIAN - JUNI	2,490.00	2,490.00
7/16/2024	0049134	MCATEE, SEAN	SM TR 05-06-24	6/18/2024	HOPS - TRAVEL REIMBURSEI	446.69	446.69
7/16/2024	0016427	MCKESSON MEDICAL-SURGI	22256804	6/20/2024	HOPS - SHARPS CONTAINER	140.69	140.69
7/16/2024	0000984	MERCK SHARP & DOHME CO	7017659562	6/25/2024	HOPS - VARIVAX	1,708.52	
			7017659561	6/25/2024	HOPS - MMR	906.89	2,615.41
7/16/2024	0049779	MITCHELL, SAMUEL	SM BT 06-28-24	6/28/2024	HOPS - BUSINESS MILEAGE	75.04	75.04

Sub total for U S BANK: 304,891.81

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07/10/2024 8:09AM

Check History Listing
CLALLAM COUNTY

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Bank code: apbank

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
9926251	06/27/2024	0001179 PACIFIC OFFICE EQUIPV	C	07/02/2024	1143053	06/27/2024	48,315.83	48,315.83

apbank Total: 48,315.83

1 checks in this report

Total Checks: 48,315.83

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000546	EXPRESS SERVICES, INC	30933777	6/27/2024	CIVIL INVESTIGATOR	147.32	147.32
7/16/2024	0001136	OLYMPIC MEDICAL CENTER	97120894807501	6/27/2024	PRE EMPLOYMENT	1,182.00	1,182.00
7/16/2024	0001297	PUBLIC SAFETY TESTING INC	PSTI24-189	6/27/2024	PRE EMPLOYMENT	1,979.00	1,979.00
7/16/2024	0001641	VERIZON WIRELESS	9967379174	7/3/2024	CELLULAR	465.68	465.68
7/16/2024	0001734	WA ST PATROL	I2407448	7/3/2024	PRE EMPLOYMENT	297.00	297.00
7/16/2024	0018813	WENZL, BRENDA	SHRM 24 BW	7/3/2024	SHRM 2024 CONF	1,263.54	1,263.54
7/16/2024	0025115	RADIA INC PS	5793074 JG	6/27/2024	PRE EMPLOYMENT	325.40	
			DOS61324 PG II	7/3/2024	PRE EMPLOYMENT	123.60	
			DOS61324PGIII	7/3/2024	PRE EMPLOYMENT	115.20	
			DOS 61324 PG	7/3/2024	PRE EMPLOYMENT	35.00	
			DOS52124 JW	7/3/2024	PRE EMPLOYMENT	35.00	634.20
7/16/2024	0034245	CASTLE BRANCH INC	0937572-IN	6/27/2024	PRE EMPLOYMENT	963.50	963.50
7/16/2024	0035753	LOOMIS ARMORED US, LLC	13511612	7/3/2024	ARMORED TRUCK SERVICES	1,174.36	1,174.36
7/16/2024	0037692	SEBRIS BUSTO JAMES	81413	7/3/2024	LEGAL SERVICES	10,883.24	
			81412	7/3/2024	LEGAL SERVICES	2,715.00	
			81411	7/3/2024	LEGAL SERVICES	510.00	14,108.24
7/16/2024	0044157	HELMSMAN MANAGEMENT S	151572	6/27/2024	SELF INSURED W/C TPA	5,221.60	5,221.60
7/16/2024	0045292	BATES, JERRY	00088	7/3/2024	PRE EMPLOYMENT POLY	1,050.00	1,050.00
7/16/2024	0048434	SOUTH SOUND POLYGRAPH	I24064	6/27/2024	PRE EMPLOYMENT POLY	300.00	300.00
7/16/2024	0048860	MULTNOMAH GROUP	20240731	7/3/2024	INVESTMENT CONSULT SVS	6,200.00	6,200.00
Sub total for U S BANK:							34,986.44

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000159	BOB BARKER CO INC	INV2034048	6/14/2024	DET SUPPLIES	487.73	487.73
7/16/2024	0001149	OLYMPIC STATIONERS INC	97394	6/28/2024	OP SUPPLIES	75.41	75.41
7/16/2024	0001262	PORT OF PORT ANGELES	PS-INV105205	7/1/2024	BUILDING/OFFICE RENTAL-L	3,045.69	3,045.69
7/16/2024	0001509	CORDANT HEALTH SOLUTION	TC-1645006302	6/30/2024	PRO SVCS-DIV	113.82	
			27096	6/21/2024	OP SUPPLIES	108.75	222.57
7/16/2024	0014681	PROFORCE LAW ENFORCEM	551596	6/19/2024	SMALL TOOL & MINOR EQUIF	88.61	88.61
7/16/2024	0017787	DAIRY FRESH FARMS INC	8122417709	6/25/2024	DET FOOD	211.38	
			8122418410	7/2/2024	DET FOOD	126.46	337.84
7/16/2024	0025115	RADIA INC PS	5860167-QRAD	6/15/2024	PRO SVCS	138.00	138.00
7/16/2024	0041147	AMERIGAS PROPANE LP	3165704623	6/22/2024	UTILITIES	1,577.87	1,577.87
7/16/2024	0041605	HD SUPPLY	811432467	6/24/2024	DET SUPPLIES	63.90	63.90
7/16/2024	0042355	BRILEY, JUDITH	063024JB	7/2/2024	CAP VOL-MILEAGE	67.00	67.00
7/16/2024	0043498	FIRST RESPONDER OUTFITT	6412-3	6/24/2024	UNIFORMS & CLOTHING	501.48	
			6413-3	6/24/2024	UNIFORMS & CLOTHING	501.48	
			6415-3	6/24/2024	UNIFORMS & CLOTHING	501.48	
			6417-3	6/24/2024	UNIFORMS & CLOTHING	501.48	
			6419-3	6/24/2024	UNIFORMS & CLOTHING	501.48	
			6418-3	6/24/2024	UNIFORMS & CLOTHING	479.70	2,987.10
7/16/2024	0046683	ODP BUSINESS SOLUTIONS	L367346531002	6/12/2024	OFFICE SUPPLIES	29.94	29.94
7/16/2024	0048811	ANDERSON, EILEEN	063024EA	7/3/2024	CAP VOL-MILEAGE	54.94	54.94
7/16/2024	0049401	8TH STREET CAR WASH	JFS-062524	6/25/2024	PRO SVCS	80.00	80.00
Sub total for U S BANK:							9,256.60

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Final Check List
CLALLAM COUNTY

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0001540	SWAIN'S GENERAL STORE IN	329428	6/27/2024	RAIN PANTS AND PENS; RDS	122.31	122.31
7/16/2024	0046816	ST JOHN, CHRISTINA	St John2024 6-2	6/26/2024	CONTRACTOR BAGS AND W	102.73	
			St John2024 6-2	6/25/2024	MAILING CERTIFIED ENFORC	27.30	130.03
7/16/2024	0049879	FISCHBEIN, SAMANTHA	Fischbein2024 7	7/1/2024	MAILING CERTIFIED ENFORC	14.25	14.25
Sub total for U S BANK:							266.59

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	7/16/2024	0000034	AIR FLO HEATING CO	11600758-1	6/27/2024	FG DOG BARN LABOR	4,083.75	4,083.75
	7/16/2024	0000087	ANGELES ELECTRIC INC	21657	7/3/2024	JV ELECTRCIAN SERV RE LO	277.70	277.70
	7/16/2024	0000091	ANGELES MILLWORK & LUMB	355163	6/27/2024	2403FAC HR IT OFFICE RECC	23.85	
			483338	6/27/2024	2403FAC HR IT OFFICE RECC	2,435.21		
			K54488	6/27/2024	FG FASTENERS WASHER	7.52		
			354626	6/27/2024	FG MOUSE BAIT STN TRAP S	27.85		
			354824	6/27/2024	FG GALV STRAP ADAPT HOS	32.29		
			354832	6/27/2024	CDJ DOWEL COVER	54.80		
			354607	6/27/2024	2403FAC HR OFFICE RECONI	178.04		
			489532	6/27/2024	2403FAC HR OFFICE RECONI	867.23		
			354810	6/27/2024	FG BRASS SPRINKLER HEAD	41.02		
			355075	6/27/2024	2403FAC HR OFFICE RECONI	-867.23		
			497465	6/27/2024	2403FAC HR OFFICE RECONI	874.84		
			355104	6/27/2024	2304PR LKP PREMIUM DOUG	421.84		
			355130	6/27/2024	2403FAC HR IT OFFICE RECC	85.83		
			355179	7/3/2024	2403FAC IT SAND PAD	15.21		
			355188	7/3/2024	2403FAC IT ENAMEL PAINT	26.03		
			355189	7/3/2024	2403FAC HR PAINT	243.38		
			355313	7/3/2024	2403FAC VET CNTR LIGHT P/	114.28		
			497796	7/3/2024	SC HINGE	261.29		
			355182	7/3/2024	CH IT CONNECTORS CONDU	22.56		
			492206	6/27/2024	2403FAC HRIT OFC RECONFI	163.75		
			492233	6/27/2024	2403FAC HR IT OFC RECNFG	233.15		
			354322	6/27/2024	2403FAC HR OFC RCNFIG CC	7.07		
			354375	6/27/2024	2403FAC HR OFC RCNFIG CC	41.29		
			711	6/27/2024	JAIL FASTENERS FOR SINKS	3.70	5,314.80	
	7/16/2024	0000099	A-1 AUTO PARTS	1487718	6/27/2024	FG LED LIGHT BAR FOR WILI	68.57	68.57
	7/16/2024	0000114	ARROW SEPTIC PUMPING SE	252125	7/3/2024	DRA SEWAGE REMOVAL	999.12	
			252142	7/3/2024	JAIL 3RD ST SEWAGE REMO'	543.00	1,542.12	
	7/16/2024	0000172	BAXTER A/P OFFICE	128783	6/27/2024	FG OIL CARB CLEANER FOR	43.46	
			127711	6/27/2024	FG CLAMP CONNECTOR GAT	10.60	54.06	
	7/16/2024	0000290	CED/STUSSER - SEATTLE	5948-1054533	6/27/2024	FG DRIVE WIRING HARNESS	239.49	
			5948-1056437	7/3/2024	FG RV RCPT	41.38	280.87	
	7/16/2024	0000359	CLALLAM COUNTY PUBLIC W	2024-139E	6/27/2024	CH CDJ SC DRA JV SMPK MA	442.33	442.33

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000403	COPY CAT GRAPHICS & SIGN	1181	7/3/2024	CH FROSTED SIGNS	1,154.34	
			1194	7/3/2024	2304PR LKPLSNT PVC SIGNS	1,413.20	2,567.54
7/16/2024	0000427	CRESCENT WATER ASSOCIAT	507 6/24	7/3/2024	SC JUNE WATER	763.79	763.79
7/16/2024	0000427	CRESCENT WATER ASSOCIAT	459 6/24	7/3/2024	FWB JUNE WATER	55.00	55.00
7/16/2024	0000561	FERGUSON ENTERPRISES IN	2739161	6/27/2024	SC WHTR CONN STROP POL	967.66	967.66
7/16/2024	0000677	GRAINGER INC	9155588156	6/27/2024	CH CAM LOCK	10.65	
			9153696530	6/27/2024	SMPK GRAFFITI REMOVER	50.87	
			9139204276	6/27/2024	CH RPLC EAR PD KIT SCREW	10.40	
			9139487855	7/3/2024	CH SCREWDRIVER	15.73	
			9165441107	7/3/2024	JV FILTERS	169.54	
			9158701236	6/27/2024	CH CAM LOCK	31.95	289.14
7/16/2024	0000714	HARTNAGEL BLDG SUPPLY IN	55513	6/27/2024	2403FAC VET CNTR WALL AN	250.69	
			868527	7/3/2024	2403FAC VET CNTR CEILING	228.04	
			868429	6/27/2024	DRA PRSR TRRTD	126.53	605.26
7/16/2024	0000725	HEARTLINE, THE	A20101	6/27/2024	2009PT RH 8 YRDS BARK	287.50	287.50
7/16/2024	0000742	HOCH CONSTRUCTION	EVSE Pay App 4	7/3/2024	2207FAC EVSE CHRGR STN PA	5,848.53	5,848.53
7/16/2024	0000750	HOME DEPOT CREDIT SERVI	4610171	7/3/2024	DRA PAPER FILTER	25.01	
			4510974	7/3/2024	SMPK UNIVERSAL TIRE SPR/	103.28	
			5620258	7/3/2024	SMPK LKPLSNT PAINT FOR C	34.74	
			14098	7/3/2024	CDJ TOTE	47.83	
			51454	7/3/2024	SMPK LKPLSNT PAINT SUPPL	19.41	
			11270	7/3/2024	SMPK AGNEW FIELD FLANGE	65.27	
			2021321	7/3/2024	FG REPAIR CLAMP WATER LI	13.02	
			8520669	7/3/2024	FG CONSTRUCTION ADHESI	32.01	
			9511947	7/3/2024	DRA SIGN	12.92	353.49
7/16/2024	0001187	PAPE MACHINERY INC	15358475	6/27/2024	DRA ACCELERATOR	265.57	
			15415404	6/27/2024	SMPK MNTC	128.78	394.35
7/16/2024	0001252	PORT ANGELES, CITY OF	48731-101384 5	6/27/2024	VET MAY UTIL & GARBAGE	504.78	504.78
7/16/2024	0001253	PORT ANGELES SOLID WAST	1213185	6/27/2024	CH DUMP FEE	22.82	
			1214784	6/27/2024	CH DUMP FEE	25.35	
			1214931	6/27/2024	3RD ST DUMP FEE	19.52	
			1216539	7/3/2024	CH DUMP FEE	70.77	
			1216250	7/3/2024	JV DUMP FEE	35.49	
			1216780	7/3/2024	JV DUMP FEE	48.17	
			1216464	7/3/2024	CH DUMP FEE	68.45	290.57

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
7/16/2024	0001300	PUBLIC UTILITY DISTRICT	13571 6/24	7/3/2024	SC UNMETERED LIGHT	21.61		
			57419 6/24	7/3/2024	DL JUNE ELECT	92.43		
			13572 6/24	7/3/2024	SC JUNE ELECT	306.53		
			13573 6/24	7/3/2024	SC JUNE ELECT	131.45		
			13575 6/24	7/3/2024	SC JUNE ELECT	255.48		
			75463 6/24	7/3/2024	SC JUNE ELECT	720.90		
			22650 6/24	7/3/2024	CB JUNE ELECT & WATER	265.81		
			126922 6/24	7/3/2024	SMPK LKPLSNT UNMETEREC	14.54		
			54219 6/24	7/3/2024	SMPK WLKPLSNT UNMETERI	14.54	1,823.29	
7/16/2024	0001330	RADIO SHACK	10366252	7/3/2024	FG STAGE LIGHTS	10.88	10.88	
7/16/2024	0001540	SWAIN'S GENERAL STORE IN	328845	6/27/2024	FG FIXED STAPLE HASP	5.41		
			329137	6/27/2024	FG ADJ EAR MUFF	8.68		
			329090	6/27/2024	CDJ TRAP MASK TAPE TRAP	98.17	112.26	
7/16/2024	0001576	THURMAN SUPPLY	906417	6/27/2024	JAIL FLEX COUP	9.02		
			906423	6/27/2024	JAIL FLEX COUP	6.21		
			906703	6/27/2024	FG BRASS BALL VALVE	98.06		
			907257	6/27/2024	JV HOSE NOZZLE	14.47		
			907357	6/27/2024	SMPK WASHER	2.36	130.12	
7/16/2024	0001641	VERIZON WIRELESS	9967379172	7/3/2024	FG ADM CH CELLPHONES	184.39	184.39	
7/16/2024	0001730	WASHINGTON STATE FAIRS A024-118 Dues		6/27/2024	FG 2024 COUNTY FAIRS DUE	500.00	500.00	
7/16/2024	0001767	WEST WASTE & RECYCLING	322123	7/3/2024	CDJ CB SMPK LKPLSNT GAR	428.86	428.86	
7/16/2024	0004448	DAREN'S POINT S TIRE & AUT	0097890	6/27/2024	FG TIRE DISMOUNT AND MOI	17.73		
			0097553	6/27/2024	FG FORKLIFT TIRE TUBE	20.69	38.42	
7/16/2024	0005912	DEDRICK, WILLIAM	Dedrick 06.26.24	6/27/2024	2403FAC HRIT OFC RCNFG L	1,680.00		
			#3 Vet Ctr 7.1.24	7/3/2024	2403FAC VET CTR SUSPENDI	963.66	2,643.66	
7/16/2024	0019740	PENINSULA FIRE INC.	72555	6/27/2024	JAIL FIRE SUPP SYS SERV	354.85		
			71806	6/27/2024	SC FIRE EXTINGUISHER SER	281.76	636.61	
7/16/2024	0020756	GROVES CRANE COMPANY, L	7171304	6/27/2024	2304PR LKPLSNT DOCK REP,	1,341.21	1,341.21	
7/16/2024	0028699	SOUND PUBLISHING INC	8137115	6/27/2024	FG 2024 FAIR ADVERT	1,265.00		
			8136769	6/27/2024	SC DRA CDJ ADVERT	2,185.00	3,450.00	
7/16/2024	0030584	TRIANGLE PUMP & EQUIPMEI	14687	7/3/2024	2009FAC CH VAV MYERS	3,664.86	3,664.86	
7/16/2024	0035592	CAMPLIFE INC	18736778	7/3/2024	DRA SC ONLINE RESERVATIC	1,566.00	1,566.00	
7/16/2024	0036323	BUCK'S NORTHWEST LANDS	3243	7/3/2024	CH LANDSCAPE SERVICE	1,131.52	1,131.52	
7/16/2024	0037116	ASSAABLOY ENTRANCE SYS SEI	1752769	6/27/2024	JUV INTERIOR DOOR SERVIC	607.80	607.80	
7/16/2024	0041504	IML SECURITY SUPPLY	4125385	6/27/2024	FG DOGGING KEY	17.14	17.14	

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0041605	HD SUPPLY	810807586	6/27/2024	SC BATH TISSUE	905.29	
			811197268	6/27/2024	DRA BATH TISSUE	905.29	
			810984732	6/27/2024	CH HND TL BATH TISS SEAT (	1,379.66	3,190.24
7/16/2024	0041765	CALL LUKE LLC	4651	7/3/2024	FG MOLE BAITING	228.69	228.69
7/16/2024	0044017	ALL- AMERICAN SPORTS POS	1003180	6/27/2024	FG ADVERTISEMENT	440.00	440.00
7/16/2024	0044095	STRAIT WATER MANAGEMEN	2024017	7/3/2024	CDJ ONSITE WTR SYS INSPE	420.00	420.00
7/16/2024	0048418	K & L VENTURES PA LLC	1064	6/27/2024	FG MOVE SHED	900.00	900.00
7/16/2024	0048758	GIORDANO RESTORATIONS	1544	6/27/2024	FG DOG BARN REPAIR SERV	9,400.00	9,400.00
7/16/2024	0048912	HOCH CONSTRUCTION RETAEVSE Ret Pay a		7/3/2024	2207FAC EVSE CHRG STN PA	281.45	281.45
7/16/2024	0049082	BRADY BRADSHAW LLC -, AR 308		6/27/2024	SMPK PP LKP QR SC PUMP (	2,975.64	2,975.64
Sub total for U S BANK:							61,114.85

Prosecutor

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000859	KITSAP COUNTY SHERIFF	24000904	7/2/2024	PERSONAL SERVICE	85.66	85.66
7/16/2024	0000890	LANGUAGE LINE SERVICES, I	11319606	6/25/2024	LANGUAGE LINE	34.77	34.77
7/16/2024	0000918	LINCOLN STREET STATION	4506 6/25/24	6/25/2024	POSTAGE FOR CORONER	12.81	12.81
7/16/2024	0001154	OLYMPIC VIEW PROPERTIES LEASE	7/2/24	7/2/2024	3RD QUARTER LEASE FOR F	5,715.00	5,715.00
7/16/2024	0001179	PACIFIC OFFICE EQUIPMENT	1141739	6/25/2024	POE CONTRACT	236.59	
			1141740	6/25/2024	POE CONTRACT	283.35	
			1141741	6/25/2024	POE CONTRACT	139.98	
			1141742	6/25/2024	POE CONTRACT	67.93	727.85
7/16/2024	0001252	PORT ANGELES, CITY OF	74359 7/2/24	7/2/2024	74359-155474 UTILITIES	248.53	248.53
7/16/2024	0003431	HI-TECH SECURITY, INC.	71894	6/25/2024	HI-TECH SECURITY	391.91	391.91
7/16/2024	0005310	LASSUS, TRACEY	LASSUS 7/2/24	7/2/2024	WAPA / REIMBURSEMENT	537.86	537.86
7/16/2024	0045607	RAMSEY TRANSCRIPTION SV	0524-0007	6/25/2024	TRANSCRIPTION SERVICES	84.50	84.50
7/16/2024	0046683	ODP BUSINESS SOLUTIONS	L370557358001	6/25/2024	OFFICE SUPPLIES	271.20	271.20
7/16/2024	0047008	CINCOTTO, KARI	CINCOTTO/6/25	6/25/2024	MILEAGE REIMBURSEMENT	36.18	36.18
7/16/2024	0048864	PACIFIC NORTHWEST LEGAL	867731	6/25/2024	PERSONAL SERVICE	45.02	45.02
7/16/2024	0049787	OGDEN MURPHY WALLACE	P892538	6/25/2024	CIVIL CONTRACT	5,819.95	5,819.95
Sub total for U S BANK:							14,011.24

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000091	ANGELES MILLWORK & LUMB	354840	6/20/2024	Screws - PA 720	41.16	
			354393	6/17/2024	Propane - PA 830	21.54	62.70
7/16/2024	0000099	A-1 AUTO PARTS	1488704	6/11/2024	Hydraulic Wire/Coupling - SQ 4	288.27	
			1488895	6/12/2024	Lights - SQ 905	125.56	413.83
7/16/2024	0000332	CLALLAM CO AUDITORS TAX	06/24-SUT 5030	6/30/2024	Sales and Use Tax - E&R 460	25.04	25.04
7/16/2024	0000677	GRAINGER INC	822829131-24	6/11/2024	Air Hose - PA 225, 233	1,175.21	1,175.21
7/16/2024	0000772	INDUSTRIAL HYDRAULICS INC	A348381	6/21/2024	Repairs - LC 440	2,169.24	
			A348382	6/21/2024	Diaphragm Accumulator - PA 21	379.51	2,548.75
7/16/2024	0000848	PAPE KENWORTH NORTHWE	14717486	6/18/2024	Belts - LC 240	27.22	27.22
7/16/2024	0001059	NC MACHINERY CO	PACS0128412	6/12/2024	Shim, Tilt Brace, Bracket - PA 4	2,416.21	2,416.21
7/16/2024	0001187	PAPE MACHINERY INC	15311973	6/20/2024	Caliper - PA 413	666.08	
			15334304	6/19/2024	Rods, Screws, Hinges, Levers -	561.17	
			15332581	6/20/2024	Switch, Angle - PA 451	445.95	
			15398553	6/20/2024	Air Filters - SQ 460	124.09	
			15350811	6/20/2024	Grip - PA 451	115.75	1,913.04
7/16/2024	0001255	PRICE FORD LINCOLN MERC	5054159	6/17/2024	Transfer Case ASY - PA 160	1,838.16	
			5054267	6/26/2024	Alternator ASY - PA 163	486.64	
			5054272	6/26/2024	Element ASY, Wiper ASY, Shaf	178.46	
			5054228	6/21/2024	Indicator ASY - PA S361	15.95	
			5054141	6/14/2024	Handle ASY - PA S346	2.51	2,521.72
7/16/2024	0001300	PUBLIC UTILITY DISTRICT	21685/062024	6/20/2024	Electric Utility Charges-51 Bedr	600.91	
			9896/062424	6/24/2024	Electric Utility - 160 Grant Rd	426.61	
			109032/062424	6/24/2024	Electric Utility - Gravel Pit Road	52.07	1,079.59
7/16/2024	0001573	THOMAS BUILDING CENTER	I31034431	6/12/2024	Chain Saw - PA 123	261.35	261.35
7/16/2024	0001762	WEST END MOTORS INC	1557	6/25/2024	Tires - LC 167	1,455.24	1,455.24
7/16/2024	0001781	WHITEHEADS AUTO PARTS	IN288446	6/12/2024	Adapters, Couplers - LC 240	89.48	
			289418	6/24/2024	Hose Fittings - LC 617	50.69	
			289374-24	6/24/2024	Thread Sealant - LC	10.46	150.63
7/16/2024	0003724	ECOLUBE RECOVERY LLC	1017061224ERF	6/16/2024	Oil Disposal - PA	393.00	
			7982061224	6/12/2024	Oil Disposal - SQ	300.75	693.75

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	7/16/2024	0022435	RACE STREET AUTO PARTS	670079-24	6/26/2024	Trasmission Fluid - PA Stores	418.14	
				676740-24	6/24/2024	Alternator - PA 163	365.96	
				676834-24	6/24/2024	Battery - PA 163	363.57	
				676689-24	6/24/2024	Hub Bearing - PA 161	191.51	
				677004-24	6/26/2024	Tool Box - PA 446	87.32	
				676884-24	6/25/2024	Oil Filters - PA Stores	58.04	
				675225-24	6/10/2024	V-Belt - SQ 453	54.31	
				671755-24	5/8/2024	Grommets - PA S365	6.52	
				675593-24	6/13/2024	Oil Filter Return - PA 1038	-18.87	
				676852-24	6/25/2024	Core Deposit Refund - PA 163	-123.06	1,403.44
7/16/2024	0030837	CAPITAL INDUSTRIAL INC	68971	5/30/2024	Decals - PA 748	168.07		168.07
7/16/2024	0038262	WILDER AUTO CENTER	5124082	6/27/2024	Various Lubes - PA 180	463.73		463.73
7/16/2024	0040272	MATT'S TOOLS USA LLC	143641	6/18/2024	SawZall, Red Lithium - PA 20-S	294.02		
			143831-24	6/24/2024	Nitrile Gloves - PA	21.78		315.80
7/16/2024	0041725	CENTRAL WA EQUIPMENT INC	0002101660	6/25/2024	Wire, Electrode, Lens, Rods - P	473.22		473.22
7/16/2024	0042561	ALL BATTERY SALES & SERVI	22081067	6/25/2024	Battery - PA Stores	531.87		531.87
7/16/2024	0042872	PROPANE NORTHWEST	1513743727	6/17/2024	Propane - SQ	543.60		543.60
7/16/2024	0049733	VESTIS SERVICES LLC	5120489963	6/25/2024	Laundry Services - PA	29.64		
			5120487942	6/20/2024	Laundry Services - SQ	16.34		
			5120489949	6/25/2024	Laundry Services - WE	16.28		62.26
Sub total for U S BANK:								18,706.27

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000091	ANGELES MILLWORK & LUMB	355153	6/26/2024	MAINTENANCE SUPPLIES- TI	43.72	
			K87726	6/4/2024	MAINTENENACE SUPPLIES	5.98	49.70
7/16/2024	0000099	A-1 AUTO PARTS	00011488871	6/12/2024	MAINTENENAE SUPPLIES -SC	84.26	
			00011488867	6/12/2024	MAINTENENAE SUPPLIES -SC	60.41	144.67
7/16/2024	0000172	BAXTER A/P OFFICE	15663-39526	6/24/2024	MAINTENANCE SUPPLIES	439.14	439.14
7/16/2024	0000196	BILLS PLUMBING & SANIKAN	IS3680319	7/15/2024	SANIKAN 1453 W WASH #178	100.00	100.00
7/16/2024	0000244	BRUCH & BRUCH CONSTRUCT	101-24-007EST2	6/20/2024	CRUSHING CONTRACT EST :	316,190.83	316,190.83
7/16/2024	0000332	CLALLAM CO AUDITORS TAX	.06/24-SUT10101	6/30/2024	SALES AND USE TAX	111.82	111.82
7/16/2024	0000546	EXPRESS SERVICES, INC	30963978-10101	7/2/2024	06/24-06/30 EXPRESS EMPLC	2,996.74	
			30933782-10101	6/26/2024	06/17-6/23 EXPRESS EMPLOY	2,143.20	5,139.94
7/16/2024	0000561	FERGUSON ENTERPRISES IN	2724726	6/17/2024	MAINTENEANCE SUPPLIES -I	379.56	379.56
7/16/2024	0000677	GRAINGER INC	9141206541	6/5/2024	MAINTENANCE SUPPLIES -PA	51.68	51.68
7/16/2024	0000709	HARBOR SAW & SUPPLY	805398	7/2/2024	MAINTENANCE SUPPLIES- LC	234.96	
			805450	7/3/2024	MAINTENANCE SUPPLIES- PA	117.39	352.35
7/16/2024	0000885	LAKESIDE INDUSTRIES, INC	275453	6/22/2024	LAKESIDE EZ STREET ASPH/	4,506.82	
			276423	6/30/2024	LAKESIDE EZ STREET ASPH/	1,935.51	
			275454	6/22/2024	LAKESIDE EZ STREET ASPH/	261.62	
			276425	6/30/2024	LAKESIDE EZ STREET ASPH/	253.24	
			276424	6/30/2024	LAKESIDE EZ STREET ASPH/	176.09	7,133.28
7/16/2024	0001156	OLYPEN INC	240629-0016	6/29/2024	OLYPEN SERVICE 7/10-8/10	161.25	
			240701-0018	7/1/2024	OLYPEN MLS & OLS DUES	40.50	201.75
7/16/2024	0001300	PUBLIC UTILITY DISTRICT	110606-061824	6/18/2024	05/15-06/17 SCENIC OVERLO	121.65	121.65
7/16/2024	0001573	THOMAS BUILDING CENTER	I31034431-10101	6/12/2024	MAINTENANCE SUPPLIES -SC	180.66	180.66
7/16/2024	0001586	TRAFFIC SAFETY SUPPLY CO	INV071225	6/21/2024	TRAFFIC SAFETY SUPPLY	4,344.17	4,344.17
7/16/2024	0001635	UTILITIES UNDERGROUND LC	4060250	6/30/2024	06/24 UTILITIES UNDERGROL	229.68	229.68
7/16/2024	0001641	VERIZON WIRELESS	9967285209-101	6/22/2024	05/23-06/22 VERIZON	468.60	468.60
7/16/2024	0001814	WURTH USA INC	98109795	6/13/2024	MAINTENANCE SUPPLIES- PA	169.23	169.23
7/16/2024	0016373	WESTERN CONFERENCE OF	TEAMPEN-0601	7/3/2024	06/01/24 TEAMSTERS PENSIC	150.00	150.00
7/16/2024	0020524	AMSDILL, CHRISTOPHER	CAMDILREIMC	6/18/2024	REIM C AMSDILL CDL PHYSIC	211.25	211.25
7/16/2024	0021386	STAPLES ADVANTAGE	6004716935	7/4/2024	MAINTENENACE SUPPLIES	1,087.91	
			6005102425	7/22/2024	OFFICE SUPPLIES	704.83	
			6005102424	7/22/2024	OFFICE SUPPLIES	155.49	
			6005653162	6/29/2024	OFFICE SUPPLIES	43.19	1,991.42
7/16/2024	0037550	MONEY, ALAN	MONEYAREIM6	6/20/2024	REIM A MONEY CDL LICENSIF	136.00	136.00

Bank : apbank U S BANK			(Continued)					
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	7/16/2024	0038374	IRONCLAD COMPANY	28539	6/24/2024	MAINTENANCE SUPPLIES- P/	1,306.80	
				28540	6/24/2024	MAINTENANCE SUPPLIES- LC	1,247.99	2,554.79
	7/16/2024	0038551	JJC RESOURCES LLC	2406165-IN	6/30/2024	JJC RESOURCES JAW RUN	2,349.65	
				2406166-IN	6/30/2024	JJC RESOURCES QYARRY SF	237.42	2,587.07
	7/16/2024	0041654	CONSTRUCTION INSPECTION	1973	7/1/2024	CONSTRUCTION INSPECTIOI	1,574.68	1,574.68
	7/16/2024	0049733	VESTIS SERVICES LLC	5120489962	6/25/2024	LAUNDREY SERVICE-PA	16.33	
				5120494654	7/2/2024	LAUNDRY SERVICE-PA	16.33	
				5120489950	6/25/2024	LAUNDRY SERVICE-LC	16.30	
				51240492121	6/27/2024	LAUNDRY SERVICE-SQ	16.30	
				5120487943	6/20/2024	LAUNDRY SERVICE- SQ	16.29	81.55
Sub total for U S BANK:							345,095.47	

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07/10/2024 10:31:01AM

Final Check List
CLALLAM COUNTY

Public Works (1) Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	7/16/2024	0001409 SCS ENGINEERS	0504586	6/20/2024	2024 LAKE CREEK LF MONIT	3,902.00	3,902.00
Sub total for U S BANK:							3,902.00

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000074	AM TEST, INC.	140750	6/30/2024	SAMPLE TESTING-WWTP	500.00	
			140749	6/30/2024	SAMPLE TESTING-WWTP	450.00	950.00
7/16/2024	0000332	CLALLAM CO AUDITORS TAX	06/24-SUT41401	6/30/2024	SALES AND USE TAX	731.84	731.84
7/16/2024	0027283	COAST CONTROLS AND AUT	00055116-1TAX	4/26/2024	COAST CONTROLS YEARLY	73.10	73.10
7/16/2024	0000443	DAILY JOURNAL OF COMMER	3400881	6/28/2024	DAILY JOURNAL OF COMMEF	433.50	433.50
7/16/2024	0046122	DUSTIN, COLE	WACDUSTINRE	6/23/2024	WASHINGTON WASTEWATEF	106.00	106.00
7/16/2024	0049896	INSTRUMENT TECHNOLOGIE	ITI-1224	5/30/2024	WWTP- CALIBRATION SERVI	940.48	940.48
7/16/2024	0001300	PUBLIC UTILITY DISTRICT	23007-062024	6/20/2024	05/15-6/12 176 FRONT ST	851.94	
			23193-062624	6/26/2024	05/16-06/12 HWY 112-SCROS	299.01	
			22991-062024	6/20/2024	05/15-06/12 HWY 112 OPP 151	227.18	
			23221-062024	6/20/2024	05/16-06/12 12901 HWY 112	173.33	
			23040-062024	6/20/2024	05/15-06/12 FRONT ST	171.85	1,723.31
7/16/2024	0028699	SOUND PUBLISHING INC	8140223-41401	6/1/2024	SOUND PUBLISHING INC	142.76	142.76
7/16/2024	0001621	USA BLUE BOOK	321798	7/2/2024	REMAINING FREIGHT FROM	10.66	10.66
7/16/2024	0001641	VERIZON WIRELESS	9967285209-414	6/22/2024	05/23-06/22 VERIZON	66.66	66.66
7/16/2024	0001767	WEST WASTE & RECYCLING	0000321973	6/30/2024	GARBAGE SERVICE -WWTP	36.00	36.00
7/16/2024	0020614	WOOD HAWK, INC	2108-1	5/16/2024	WASTE TRANSFER SERVICE	1,495.00	1,495.00
7/16/2024	0004211	CENTURYLINK	334052148-0615	6/15/2024	06/24 360-457-4719	88.36	88.36
7/16/2024	0000332	CLALLAM CO AUDITORS TAX	06/24-SUT 4240	6/30/2024	SALES AND USE TAX	157.88	157.88
7/16/2024	0001300	PUBLIC UTILITY DISTRICT	119586/062424	6/24/2024	05/20-06/18 1453 W WASHING	64.20	64.20
7/16/2024	0001641	VERIZON WIRELESS	9967401627-424	6/23/2024	05/24-06/23 CAARLSBORG VE	153.11	153.11
7/16/2024	0000546	EXPRESS SERVICES, INC	30963978-43401	7/2/2024	06/24-06/30 EXPRESS CROSSE	581.70	
			30933782-43401	6/26/2024	6/14-6/23 CROSS EXPRESS	558.39	1,140.09
7/16/2024	0001300	PUBLIC UTILITY DISTRICT	24561-062424	6/24/2024	05/18-6/17 BULLMAN BEACH	75.44	75.44
Sub total for U S BANK:							8,388.39

Sheriff

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000159	BOB BARKER CO INC	#INV2035948	6/20/2024	INMATE COMMISSARY	504.53	504.53
7/16/2024	0000306	CHARM-TEX	0367545-IN	6/20/2024	INMATE SLIP-ON SHOES & SC	607.20	
			0368251-IN	6/25/2024	SLIP-ONS FOR INMATES	98.16	705.36
7/16/2024	0001022	MOTOROLA SOLUTIONS, INC	8281922607	6/24/2024	REMOTE SPEAKER RADIOS F	274.73	274.73
7/16/2024	0001179	PACIFIC OFFICE EQUIPMENT	1143909	6/28/2024	MAINTENANCE AGREEMENT	496.75	
			1143920	6/28/2024	MAINTENANCE AGREEMENT	266.03	
			1143921	6/28/2024	MAINTENANCE AGREEMENT	123.13	
			1143021	6/25/2024	LASER CARTRIDGE	113.96	
			1143915	6/28/2024	MAINTENANCE AGREEMENT	78.26	
			1143908	6/28/2024	MAINTENANCE AGREEMENT	68.02	
			1143911	6/28/2024	MAINTENANCE AGREEMENT	52.14	
			1143916	6/28/2024	MAINTENANCE AGREEMENT	39.23	
			1143918	6/28/2024	MAINTENANCE AGREEMENT	37.90	
			1143914	6/28/2024	MAINTENANCE AGREEMENT	32.89	
			1143913	6/28/2024	MAINTENANCE AGREEMENT	26.22	
			1143910	6/28/2024	MAINTENANCE AGREEMENT	19.16	
			1143917	6/28/2024	MAINTENANCE AGREEMENT	13.13	
			1143919	6/28/2024	MAINTENANCE AGREEMENT	6.88	1,373.70
7/16/2024	0001207	PENINSULA COLLEGE	MSC-000003007	6/20/2024	RENTAL OF ROOM FOR CER	2,550.00	2,550.00
7/16/2024	0001300	PUBLIC UTILITY DISTRICT	115366-Jul24	6/24/2024	UTILITIES - EDWARDS RD	175.21	175.21
7/16/2024	0001767	WEST WASTE & RECYCLING	0000322126	6/30/2024	GARBAGE DISPOSAL - SLIP F	72.00	72.00
7/16/2024	0004211	CENTURYLINK	206-T30-9144-Jul	6/24/2024	DATA CONNECTION	467.95	467.95
7/16/2024	0004211	CENTURYLINK	333959233-Jul24	6/24/2024	DATA CONNECTION	56.89	56.89
7/16/2024	0037247	HAIR BY NICOLE	070224	7/2/2024	INMATE HAIRCUTS	280.00	280.00
7/16/2024	0041605	HD SUPPLY	810984740	6/20/2024	JAIL & KITCHEN SUPPLIES	884.52	884.52
7/16/2024	0049401	8TH STREET CAR WASH	CCS-062524	6/25/2024	CAR WASHES	398.00	398.00
7/16/2024	0049499	VOIANCE LANGUAGE SERVICE	2024048069	6/30/2024	OPI INTERPRETATION SERVI	46.23	46.23
7/16/2024	0049773	BARNARD, ALAN	062224	6/22/2024	FOOD STUFF FOR DART TRA	253.67	253.67
7/16/2024	0004211	CENTURYLINK	333961510-Jun2	6/17/2024	DATA CONNECTION	325.80	
			333800494-Jun2	6/15/2024	TELEPHONE SERVICE	77.00	
			333728002-Jun2	6/15/2024	TELEPHONE SERVICE	76.62	
			333633603-Jun2	6/15/2024	TELEPHONE SERVICE	75.40	554.82
7/16/2024	0041804	FILEONQ INC	12061	7/1/2024	PROPERTY & EVIDENCE MOI	540.74	540.74
7/16/2024	0000628	GALLS LLC	028258679	6/18/2024	UNIFORM - WILLIAMS	109.41	109.41

Bank : apbank U S BANK

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0047517	GREGOIRE, KATHI	060124	6/1/2024	MILEAGE WHILE DOING CHA	61.91	61.91
7/16/2024	0037247	HAIR BY NICOLE	062424	6/25/2024	INMATE HAIRCUTS	165.00	165.00
7/16/2024	0049891	INTEGRA REALTY RESOURCE	154-2024-0167	5/17/2024	LARSEN PROPERTY REVIEW	2,500.00	2,500.00
7/16/2024	0033486	LN CURTIS & SONS INC	INV835173	6/17/2024	BULLETPROOF VEST - KELL/	1,654.63	1,654.63
7/16/2024	0048062	MODERN IMAGING SOLUTION	002320332	5/31/2023	DISPOSABLE GLOVES	371.80	371.80
7/16/2024	0037516	MORGAN, JEREMY	062024	6/20/2024	MILEAGE WHILE LEADING A I	52.53	52.53
7/16/2024	0040427	NORPOINT GROUP LLC	1365 NPG	6/28/2023	COURTHOUSE AND JUVENIL	8,800.00	8,800.00
7/16/2024	0046683	ODP BUSINESS SOLUTIONS	L371275960001	6/10/2024	OFFICE SUPPLIES	212.16	
			371711702001	6/14/2024	OFFICE SUPPLIES	56.71	
			371226633001	6/10/2024	OFFICE SUPPLIES	54.19	
			371226896001	6/7/2024	OFFICE SUPPLIES	3.80	326.86
7/16/2024	0001543	SWANSONS SERVICES CORP	1851444	6/20/2024	INDIGENT PACKS	59.47	
			1849596	6/13/2024	INDIGENT PACKS	43.21	102.68
7/16/2024	0001641	VERIZON WIRELESS	9966734996	6/15/2024	CELL PHONE SERVICE	4,677.01	4,677.01
Sub total for U S BANK:							27,960.18

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000815	JIM'S PHARMACY	11042-6.25.24	6/26/2025	INMATE MEDICINE	2,788.43	2,788.43
7/16/2024	0001136	OLYMPIC MEDICAL CENTER	OMC-7.3.24	7/3/2024	INMATE MEDICAL	1,223.61	1,223.61
7/16/2024	0001254	PORT ANGELES FIRE DEPART	115-2024-000018	7/3/2024	INMATE MEDICAL 5.5.24	177.35	177.35
7/16/2024	0004826	OLYMPIC MEDICAL PHYSICIAN	71233665500	7/3/2024	INMATE MEDICAL 6.17.24	71.17	71.17
7/16/2024	0025115	RADIA INC PS	ZC7URPE	7/3/2024	INMATE MEDICAL 6.13.24	18.79	18.79
7/16/2024	0041537	MCKESSON MEDICAL-SURGI	22285191	6/27/2024	INMATE MEDICINE	2,373.38	
			22247954	6/18/2024	INMATE MEDICINE	445.99	
			22242965	6/17/2024	INMATE MEDICINE	375.84	
			22253126	6/19/2024	INMATE MEDICINE	198.37	
			22268017	6/24/2024	INMATE MEDICINE	93.43	
			22294133	7/1/2024	INMATE MEDICINE	87.31	
			22252241	6/19/2024	INMATE MEDICINE	69.17	
			22251906	6/19/2024	INMATE MEDICINE	28.14	
			22197374	6/6/2024	INMATE MEDICINE	24.85	
			22250103	6/19/2024	INMATE MEDICINE	14.51	
			22238383	6/17/2024	INMATE MEDICINE	4.36	3,715.35
7/16/2024	0048022	SOUND INPATIENT PHYSICIAN	ZC8CW8N	7/3/2024	INMATE MEDICAL 6.13.24	78.58	
			ZC6PPAT	7/3/2024	INMATE MEDICAL 5.29.24	78.58	
			ZC6PPB9	7/3/2024	INMATE MEDICAL 5.10.24	46.71	
			ZC6DNKE	7/3/2024	INMATE MEDICAL 5.28.24	33.93	
			ZC70BQK	7/3/2024	INMATE MEDICAL 6.3.24	33.93	271.73
Sub total for U S BANK:							8,266.43

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0001010	LINDA MONTGOMERY INVEST	185702	6/30/2024	22-1-00237-05, ST. V. HILL, EX	9,983.21	9,983.21
7/16/2024	0039420	MUCKLEY, TIFFANY	1999569MUCKL	6/30/2024	JUNE 2024 - P4P ALLY, MILEA	155.44	155.44
7/16/2024	0045731	RODRIGUEZ, JAMES ARTHUR	11012	6/30/2024	24-7-00019-05, IN RE A.L., AT	395.00	395.00
7/16/2024	0046683	ODP BUSINESS SOLUTIONS	L369919703001	6/30/2024	6/13/24-OFFICE SUPPLIES, P/	386.64	
			369924536001	6/30/2024	6/13/24, OFICE SUPPLIES, LE	48.20	434.84
7/16/2024	0046756	PENA, KONNING MAURICIO	000067	6/30/2024	24-7-00061-05, IN RE A.G., INT	252.00	
			000066	6/30/2024	24-1-00038-05, ST. V. MORALI	216.00	468.00
7/16/2024	0049148	CARLSON, KAREN	22746	6/30/2024	14-3-00307-9, IN RE WOLFE V	937.60	937.60
7/16/2024	0049740	TAIT GRAY COUNSELING	104	6/30/2024	23-1-00285-05, ST. V. COTE, E	2,000.00	2,000.00
7/16/2024	0049753	MOORE, CHRISTOPHER	1999568MOORE	6/30/2024	22-1-00237-05, ST. V. HILL, EX	1,575.00	1,575.00
7/16/2024	0049884	NORTHWEST AMERICAN SIGI	4279	6/30/2024	6/20/24, 14-3-00307-9, IN RE V	1,705.63	1,705.63
7/16/2024	0000357	CLALLAM-JEFFERSON CO PR	05-24 CF	6/26/2024	MAY 2024 - COURT FACILITAT	440.00	440.00
7/16/2024	0001212	PENINSULA DISPUTE RESOL	105-24 PDRC	6/26/2024	MAY 2024 - PDRC SURCHARC	945.00	945.00
Sub total for U S BANK:							19,039.72

Clerk

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0001179	PACIFIC OFFICE EQUIPMENT	1142438	7/2/2024	CLERK'S OFFICE SUPPLIES	298.36	
			1143315	7/2/2024	CLERK'S OFFICE CONTRACT	142.59	
			1143316	7/2/2024	CLERK'S OFFICE CONTRACT	139.75	580.70
7/16/2024	0020849	U S BANK	USBANK JUNE :	6/27/2024	ONBASE EAC EFILE 4-15-24 /	361.18	361.18
7/16/2024	0033199	LEMAY MOBILE SHREDDING	4846529S185	7/2/2024	CLERK'S OFFICE SHREDDING	31.68	31.68
7/16/2024	0046683	ODP BUSINESS SOLUTIONS	L371081625001	6/27/2024	CLERK'S OFFICE SUPPLIES	269.91	
			371094032001	6/27/2024	CLERK'S OFFICE SUPPLIES	9.25	279.16
Sub total for U S BANK:							1,252.72

Treasurer

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
7/16/2024	0000008	LEXIS NEXIS RISK MGMT INC	1382924-202406	7/3/2024	LEXISNEXIS	115.53	115.53
7/16/2024	0000023	ADVANCED TRAVEL	0624GFOANAGI	6/24/2024	GFOA	475.00	475.00
7/16/2024	0000331	CLALLAM COUNTY AUDITOR	24-163618	6/24/2024	FORESTLAND REMOVAL	609.00	
			24-163726	6/24/2024	FORESTLAND REMOVAL	304.50	
			24-163867	6/26/2024	REMOVAL OF CURRENT USE	304.50	
			24-163916	6/26/2024	TAX LIEN	303.50	1,521.50
7/16/2024	0001140	OLYMPIC PRINTERS INC	34702	6/24/2024	OLYMPIC PRINTERS	485.69	485.69
7/16/2024	0040381	ACI PAYMENTS INC	1000117658	6/24/2024	ACI PAYMENTS RETURN	40.00	40.00
7/16/2024	0041157	WHITE, JENNIFER	0624GFOAWHI7	6/24/2024	GFOA	1,914.06	
			0624WSACTWH	6/24/2024	WSACT	383.69	2,297.75
7/16/2024	0046608	GORR, JEANETTE	2024WSACTGO	6/26/2024	WSACT CONFERENCE	111.00	111.00
7/16/2024	0048421	NAGEL, SHAYLA	0624GFOANAGI	6/24/2024	GFOA	117.54	117.54
Sub total for U S BANK:							5,164.01

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Trial Check List
CLALLAM COUNTY

Veterans

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	7/1/2024	0029872	SEQUIM VALLEY FUNERAL CFJR5545 7/1/24	7/1/2024	DEATH BENIFIT	800.00	800.00
	7/1/2024	0049890	GILLIAM, DEBRA HR7578 7/1/24	7/1/2024	RENT	1,800.00	1,800.00
Sub total for U S BANK:							2,600.00

WSU Ext

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	7/16/2024	0020849 U S BANK	usbank62024	7/16/2024	VERIZON	876.17	876.17
Sub total for U S BANK:							876.17



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JUL 16 2024

BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of July 8-12, 2024

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, July 8, 2024. Present were Commissioners French, Ozias and Johnson and Administrator Mielke.

Items of discussion per the agenda published July 3 were:

- Calendar/Correspondence
- Marine Resources Committee request to remove a board member due to nonparticipation
- Agreement with Department of Commerce for Coordinating Low-income Housing Planning Grant
- Agreement with Department of Commerce for Victim Witness Assistance Grant
- Agreement amendment 2 with Washington State University
- Resolution establishing a position in support of proposition 1 Olympic Medical Center Public Hospital District No. 2 Levy Lid Lift for Health Care Services
- Contract amendment 5 with Department of Corrections for costs to hold offenders
- Approval of recommendation of consultant for the Wildfire Protection Plan call for request for proposals
- Discussion regarding the Emergency Operation Center

Meeting concluded at 10:16 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair French called the meeting to order at 10 a.m., Tuesday, July 9, 2024. Also present were Commissioners Ozias and Johnson and Administrator Mielke.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CRJm to adopt the agenda as modified, CMOs, mc

PUBLIC COMMENT

- Ed Bowen, Clallam Bay, commented on item 1b

CONSENT AGENDA

- 1a Approval of minutes for the week of July 1
- 1b Letter of support for Upper Cowan Ranch Hoko River Restoration Project

ACTION TAKEN: CRJm to adopt the consent agenda, CMOs, mc

REPORTS AND PRESENTATIONS

- CMO commented on Sequim Emergency Management Operational Meeting, Washington State Association of Counties, indigent defense lawsuit
- CRJ commented on North Olympic Legislative Alliance, Recompete, building codes, housing,
- CMF commented on Chamber of Commerce celebration, Economic Development Council Recompete study, Trails Advisory Committee Meeting, Puget Sound to Pacific Collaborative

CONTRACTS AND AGREEMENTS

- 2a Agreement with Amanda K. Sanders for the client services contact for Community Prevention and Wellness Initiative Prevention Services CPWI

ACTION TAKEN: CRJm to approve, CMOs, mc

- 2b Agreement with Clear Creek Psychological Associates for professional services related to youth

ACTION TAKEN: CRJm to approve, CMOs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of July 8-12, 2024
Page 2

2c Agreement amendment 2 with Washington State University

ACTION TAKEN: CRJm to approve, CMOs, mc

BIDS AND AWARDS

3a Bid opening – Sekiu Main Sewer Replacement Phase I

CONTRACTOR

Amount

Bruch and Bruch

\$1,117,623.78

ACTION TAKEN: CRJm to forward the bid to Public Works for review and recommendation to the BOCC, CMOs, mc

PUBLIC COMMENT

- Mike Doherty, Port Angeles, commented on Climate Change, wildfire
- John Worthington, Sequim, commented on ICLEI, manufacturing
- Dave Erblan, Cultural Access Initiative, tourism, financial support
- Ed Bowen, Clallam Bay, commented on Wildfire Protection Plan, Johnson Creek culvert, Noxious Weed Assessment, virtual system

HEARING(S)

H1 Amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule – Sheriff's Department Civil Processes Fee Schedule 400-A

- ATM, provided a staff report

ACTION TAKEN: CRJm to open the public hearing, CMOs, mc

- CMF noted no one provided testimony

ACTION TAKEN: CRJm to close the public hearing and adopt, CMOs, mc

PUBLIC COMMENT

- Jim Stoffer, Sequim, commented on Old School House Dungeness parking lot,
- Jeff Tozzer, Sequim, commented on evening meetings, Towne Road website,

Meeting concluded at 10:38 a.m. and continued to 9 a.m., Monday, July 15.

The Board of Commissioners attended WSAC Virtual Update, Coffee with Colleen, Port Angeles Rotary Meeting, KONP Radio Show and KSQM Radio Show during the week of July 8.

PASSED AND ADOPTED this 16th day of July 2024.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, MMC, Clerk of the Board

BOCC Mail Correspondences Received from other Jurisdictions



**DEPARTMENT OF
NATURAL RESOURCES**

**COMMISSIONER OF
PUBLIC LANDS OFFICE**
1111 WASHINGTON ST SE
MS 47001
OLYMPIA, WA 98504-7001

360-902-1000
WWW.DNR.WA.GOV

June 11, 2024

Nathan West
City Manager
City of Port Angeles
321 E. 5th St.
Port Angeles, WA 98362

Dear Mr. West,

Thank you for submitting your application last year to receive lands managed by the Washington State Department of Natural Resources through the Trust Land Transfer program.

Our staff at DNR has evaluated your application and found it to not be in the best interests of the trusts to transfer the parcels out of trust ownership. In addition, Clallam County and its Revenue Advisory Committee stakeholders raised concerns about the proposal, with the advisory committee unanimously asking that the application be denied on the basis that the application does not meet the parameters of the TLT program.

As such, your application has been declined and will not move forward for the 2025-27 biennium.

These parcels have generated significant revenue for trust beneficiaries and are poised to continue doing so going forward, and, per RCW 79.17.300, does not meet the Legislature's requirement that lands included in the Trust Land Transfer process be nonperforming or underperforming economically.

These parcels continue to produce regular revenue for the Common School Trust, Clallam County, and junior taxing districts in Clallam County, while also protecting and growing habitat for the Marbled Murrelet, Northern Spotted Owl and multiple fish species under DNR's State Uplands Habitat Conservation Plan. Future timber sales remain planned inside the boundaries of the proposed Trust Land Transfer indicate an ongoing potential for these lands to generate revenue for both present and future generations.

Nathan West
June 11, 2024
Page 2 of 2

In the future, other tools may be more applicable to achieve your goals, such as exploring siting for an off-channel reservoir on DNR-managed lands similar to the City of Sequim's project, where DNR is transferring 400 acres to the county for that facility.

DNR remains committed to working with the City to discuss your concerns about management of the Elwha River as we recommended in our October 12, 2022 letter to you regarding the Aldwell Timber Sale as well as Mona Griswold's April 14, 2023 letter regarding the TCB 23 and Power Plant timber sales. Reaching out directly to our new Olympic Region Manager, Bill Wells, will be the most productive way to foster that cooperation. Bill and his staff are charged with the management of these lands and have the best local knowledge and scientific expertise at their disposal.

I am still personally committed to attending a City Council meeting, and some members of the Board of Natural Resources have also said they will attempt to attend a meeting if their individual schedules will allow. Although my assistant reached out to your staff shortly after your October 23, 2023 letter to Commissioner Franz, we have not yet heard back.

Sincerely,

Todd Welker

Todd Welker
Deputy Supervisor for State Uplands

c: Kenny Ocker, TLT Program Manager



United States Department of the Interior

BUREAU OF INDIAN AFFAIRS

Northwest Regional Office

911 Northeast 11th Avenue

Portland, Oregon 97232

RECEIVED
CLALLAM CO. COMMISSIONERS

IN REPLY REFER TO:
Division of Realty

6/24/2024

JUL 01 2024

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

NOTICE OF RESERVATION PROCLAMATION REQUEST 30-Day Notification Period

Applicant:

Lower Elwha Klallam Tribe

Legal Land Descriptions/Site Locations:

125-T 4877

The legal description of the property is as follows:

The East half of the Southeast Quarter of the Northwest Quarter of Section 34, Township 31 North, Range 7 West, Willamette Meridian, Clallam County, Washington, Situate in Clallam County, State of Washington. Containing 21.4 acres, more or less.

125-T 4878

The legal description of the property is as follows:

Government Lot 2 (also known as the Northwest quarter of the Northeast quarter) in Section 4, Township 29 North, Range 6 West, Willamette Meridian, Situate in Clallam County, State of Washington. Containing 39.96 acres, more or less.

Project Descriptions/Proposed Land Uses:

The United States Department of the Interior, Bureau of Indian Affairs, Northwest Regional Office has under consideration a request by the Lower Elwha Klallam Tribe that the lands described above be proclaimed "reservation" pursuant to Section 7 of the Indian Reorganization Act of June 18, 1934 (48 Stat. 984; codified at 25 U.S.C. 5110), which provides that the Secretary of the Interior may proclaim an Indian reservation or add lands to existing reservations. The Office of the Assistant Secretary – Indian Affairs reviews all requests for adding land to a reservation and prepares the proclamation and the *Federal Register* notice. A Proclamation is simply an administrative function that allows the Tribe to take advantage of special federal assistance programs.

Current and Proposed Use of Property:

Conservation and open space.

This letter provides official notice of the proposed action. If you have any questions, please contact Theresa Williamson, Northwest Regional Realty Specialist, at (360)-614-5885 or theresa.williamson@bia.gov.

Sincerely,

KURT
FREDENBERG

Digitally signed by
KURT FREDENBERG
Date: 2024.06.24
09:43:09 -07'00'

Bryan Mercier
Northwest Regional Director

BY CERTIFIED MAIL

STATE OF WASHINGTON
GOVERNOR OF INDIAN AFFAIRS
1110 CAPITOL WAY SOUTH
SUITE 225
OLYMPIA, WASHINGTON 98501
CERTIFIED: 7015 1520 0002 6724 3223

BOARD OF COUNTY COMMISSIONERS
CLALLAM COUNTY
223 EAST 4TH STREET
SUITE 4
PORT ANGELES, WASHINGTON 98362
CERTIFIED: 7015 1520 0002 6724 3230

BY FIRST CLASS MAIL

THE HONORABLE FRANCES G. CHARLES
LOWER EL WHA TRIBAL COMMUNITY
2851 LOWER EL WHA ROAD
PORT ANGELES, WASHINGTON 98363



1503 Lyndon Johnson Fwy, Suite 625
Farmers Branch, TX 75234

BY CERTIFIED MAIL/RETURN RECEIPT REQUESTED

Administrator Todd Mielke
Clallam County Board of Commissioners
223 East 4th Street, Suite 4
Port Angeles, Washington 98362

RECEIVED
CLALLAM CO. COMMISSIONERS

JUL 01 2024

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

Mayor Kate Dexter
Port Angeles City Council
321 East 5th Street
Port Angeles, WA 98362

Dear Ms. Dexter and Mr. Mielke:

This letter will serve as official notice under the federal Worker Adjustment and Retraining Notification ("WARN") Act that an indefinite mass layoff affecting approximately 190 employees will occur beginning on August 25, 2024, at the McKinley Paper Company ("McKinley") facility located at 1815 Marine Dr, in Port Angeles, Washington. Based on the information available to us at this time, we hope that the facility will resume operations at some point in the future but cannot say when.

We expect that August 24, 2024, which is the end of the 60-day WARN notice period, will be the last day of work for a majority of the affected employees before the indefinite layoff. Any employees released from employment before the 60 days expire will receive their normal pay and benefits for the remainder of the 60-day period, unless they are terminated for cause or as otherwise allowed by applicable law. Employees who are assigned work, but choose to terminate before the end of the 60-day period, will not be entitled to pay and benefits after their date of termination. McKinley will have limited jobs that extend beyond the 60-day period in order to maintain the facility in a safe manner.

A list of the affected job titles and the number of employees in each job classification is provided on the attachment to this letter. The affected employees include members of a collective bargaining unit. There are no bumping rights or transfer rights to other locations. However, employees are welcome to apply for open positions at our other locations.

Should you have any questions concerning this matter, please contact the undersigned.

Very truly yours,

A blue ink signature of Isaac Rosas, consisting of a stylized 'I' followed by a series of loops and a horizontal stroke.
Isaac Rosas
Operations Director
McKinley Paper Company



AGENDA ITEM SUMMARY

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

JUL 16 2024

Department: DCD

WORK SESSION ☒ Meeting Date: 07/08/2024

REGULAR AGENDA ☒ Meeting Date: 07/16/2024

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

Item summary:

- | | |
|---|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # |
| ☐ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☒ Other – Removal of Committee Member |

Documents exempt from public disclosure attached: ☐

Executive summary: During June's monthly Marine Resource Committee (MRC) meeting, the MRC passed a motion to remove Lisa Law (Development Community Alternate) for nonparticipation in line with MRC bylaw section 2.3. Prior to this action Clallam MRC staff had reached out multiple times via phone and email with no response. In December 2023 our Development Community Representative stepped down making Ms. Law's participation as the alternate as the temporary Development Community Representative necessary & very important. Ms. Law has not participated in or attended any MRC meetings in over a year. Relevant Clallam MRC bylaws - Section 2.3:

"The MRC may recommend to the Board of County Commissioners the removal of an MRC member for inefficiency, neglect of duty or malfeasance in office. The MRC will consider three consecutive absences of a member from the regularly scheduled monthly meetings of the committee as neglect of duty unless permission has been granted by the chair of the MRC and so noted in the minutes of those meetings missed."

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?** ☐
No budgetary impact.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?) Please approve removal of MRC Member Lisa Law for nonparticipation.

County Official signature & print name: Holden Fleming

A handwritten signature in blue ink, appearing to read "Holden Fleming", written over a horizontal line.

Name of Employee/Stakeholder attending meeting: Rebecca Mahan

Relevant Departments: DCD

Date submitted: 07/02/2024

* 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 Lisa Law MRC Removal

Revised: 3-04-2019

**CLALLAM COUNTY
MARINE RESOURCES COMMITTEE
BUSINESS RULES**

Adopted March 20, 2000
Revised May 22, 2006
Revised May 21, 2007

The Marine Resources Committee of Clallam County, Washington (being constituted by Board of County Commissioners' Resolution No. 58-1999, and re-established by Board of County Commissioners' Resolution No. 05-2007) adopts the following rules for the transaction of its business.

1.0 Role and Function of the Marine Resources Committee (MRC)

The role and function of the NMRC is as stated by the Board of County Commissioners' Resolution 58, 1999, or as that resolution is amended.

2.0 Committee Members and Officers, Appointment, Term of Office and Removal

2.1 The committee consists of fifteen members who are appointed by the Board of County Commissioners for staggered terms of office. The officers of the committee consist of a chair and vice-chair, each serving one-year terms in office.

2.2 Additional ex-officio members may participate as described in item IX of Board of County Commissioners' Resolution 58, 1999.

2.3 The MRC may recommend to the Board of County Commissioners the removal of an MRC member for inefficiency, neglect of duty or malfeasance in office. The MRC will consider three consecutive absences of a member from the regularly scheduled monthly meetings of the committee as neglect of duty unless permission has been granted by the chair of the MRC and so noted in the minutes of those meetings missed.

3.0 Officers – Election of Officers – Succession

3.1 Annually, at its first May meeting, the committee will elect officers. Nomination of officers is from the floor and, where more than one nomination to an office is received, voting will be by secret ballot. Election of any officer requires a majority of the entire committee.

3.2 In the event of a vacancy in the chair, the vice-chair will automatically succeed to the chair. A vacancy occurring in the office of chair or vice-chair is filled by election, as defined above, to serve for the unexpired portion of the term.

3.3 An acting chair will be elected by the members present to serve during the absence of the chair and vice-chair.

4.0 Officers – Duties

4.1 The chair is the chief executive of the MRC and is responsible to appoint subcommittees and to conduct business of the MRC between its meetings, in coordination with County staff. The chair will sign documents of the committee.

4.5 Incumbent Must Reapply

Incumbent members of boards and committees desiring to serve another term must so indicate by submitting a written request confirming their desire for reappointment. No reappointments will be made automatically. When an incumbent's term expires, they will be notified by the Assigned Department and given the opportunity to indicate their desire to be re-appointed.

4.6 Terms/Appointments to be Staggered by Dates

Unless otherwise specified by ordinance or resolution, the term of appointment for all boards and committees shall be approximately three years with terms limits set by initiating ordinance or resolution. When possible, terms will be set to expire at year-end. In order to preserve continuity, terms may be set for varying lengths so that vacancies occur in staggered years. Terms may be adjusted as necessary to maintain staggered expiration dates.

.5 REMOVAL OF MEMBERS

The Board of Commissioners may, by majority vote, remove any member of a County board, commission, or committee without cause. Members removed by the Board shall be notified. If the member represents another organization or government jurisdiction, that agency will also be notified of the member's removal.

Boards and Committees may also remove members as set forth in their own bylaws. Such removals must be approved by the BOCC.

.6 ASSIGNMENT OF STAFF SUPPORT FOR ESTABLISHED BOARDS AND COMMITTEES

Clallam County has a number of established boards and committees assigned to departments. When boards or committees deal primarily with issues of a single department, they are typically assigned to that department. These boards and committees are listed in Appendix A.

County Officials are responsible to provide liaison, leadership, facilitation, records management, and/or administrative support to the boards and committees assigned to them. In addition, departments will keep a current roster of members, their contact information, and their terms, and will keep the Board of Commissioners advised of changes or vacancies. Assigned Departments will also ensure that their Boards and Committees have received training on the Public Records Act and the Open Public Meetings Act.



AGENDA ITEM SUMMARY

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

2a
JUL 16 2024

Department: Sheriff

WORK SESSION ☒ Meeting Date: 7/8/24

REGULAR AGENDA ☒ Meeting Date: 7/16/24

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 815-24-06 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary: Our correctional facility periodically holds offenders on behalf of the Department of Corrections. On those occasions we invoice to recoup the costs incurred on behalf of a that agency. This agreement renews the term of this arrangement as well as revises the costs and methods of calculation so that the reimbursed rate is up to date with current costs.

Budgetary impact: allows updated rate to be invoiced, more accurately offsetting costs.

Recommended action: BOCC approval

County Official signature & print name: Brian King, Sheriff

A handwritten signature in black ink, appearing to read "Brian King", written over a horizontal line.

Name of Employee/Stakeholder attending meeting: _Don Wenzl_

Relevant Departments: _____ Sheriff _____

Date submitted: 7/2/24

* 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)



**Washington State
Department of Corrections**

**Contract No. K9433
Amendment No. 5**

This Amendment is made by the Washington State Department of Corrections, hereinafter referred to as "DOC" or "Department," and Clallam County, hereinafter referred to as "County" or "Contractor," for the purpose of amending the above-referenced Contract, heretofore entered into between Department and County.

WHEREAS the purpose of this Amendment is to extend the term, update the per diem billing rate, add data sharing terms and conditions, and add language regarding the last day bed payment by updating the definition of "Offender day," modifying related sections, and replacing Attachment C. A term is also replaced.

NOW THEREFORE, in consideration of the terms and conditions contained herein, or attached and incorporated and made a part hereof, Department and Contractor agree as follows:

Replacement of Terms. All occurrences of the term "Offender" and "offender" in the Agreement shall be replaced with the term "Incarcerated Individual." All such replacements shall be applicable for the singular, plural, and possessive forms of the respective terms thereof.

ARTICLE I, SECTION 1.13 is hereby amended as follows:

Section 1.13 ~~((Offender day))~~ Incarcerated Individual day – means any day a Department ~~((offender))~~ Incarcerated Individual is in the custody of the Contractor including the first and last day the ~~((offender))~~ Incarcerated Individual is sanctioned or held by the Department to a term of confinement to be served in the Facility.

Section 1.13.1 An ~~((offender day))~~ Incarcerated Individual day ends at midnight ~~((of the day immediately preceding the day))~~ of the ~~((offender's))~~ Incarcerated Individual's release from the Department's sanction, transferred to a Department institution, transferred to another Facility, released to the custody of the Department, or released to the community.

Section 1.13.2 An ~~((offender))~~ Incarcerated Individual day shall not include any day that is by state law the financial responsibility of the Contractor or any other jurisdiction.

ARTICLE II, SECTION 2.1 is hereby amended as follows:

Section 2.1 Term. This Agreement supersedes all previous oral and written contracts and agreements between the Parties relating to the confinement, care, and treatment of Department ~~((offenders))~~ Incarcerated Individuals. This Agreement commences on January 1, 2016, and continues through ~~((June 30, 2024))~~ June 30, 2026, unless terminated by either party pursuant to this Contract.

ARTICLE II, SECTION 2.4 is hereby amended, in part, as follows:

Section 2.4 Per Diem Billing. [...] Beginning January 1, 2022, through December 31, 2022, the per diem rate is ninety-three dollars and seventy-one cents (\$93.71) per Department ~~((offender))~~ Incarcerated Individual. Beginning January 1, 2023, through June 30, 2024, the per diem rate is ninety-eight dollars and thirty-nine cents (\$98.39) per Department ~~((offender))~~ Incarcerated Individual. The per diem rate for July 1, 2024, to June 30, 2025, is \$103.31, and the per diem rate for July 1, 2025, to June 30, 2026, is \$108.47.

[...]

Section 2.4.2 The Department's financial responsibilities under this Contract terminate ~~((when the Department takes custody of the Department offender, when the Department's sanction has been served, or when the Department's hold or detainer is no longer valid, whichever is earlier.))~~ at midnight on the day of the earliest occurring of the following:

- Department takes custody of the Department Incarcerated Individual;
- Department's sanction has been served; or
- Department's hold or detainer is no longer valid.

ATTACHMENT C, JAIL BED REIMBURSEMENT FORM/ MEDICAL REIMBURSEMENT FORM is hereby replaced in its entirety by ATTACHMENT C-1, MEDICAL BILLING REIMBURSEMENT FORM/ INCARCERATED INDIVIDUAL HOUSING INVOICE, which is attached hereto and incorporated by reference herein.

ATTACHMENT D, DATA SHARING AND ACCESS TO INFORMATION TECHNOLOGY RESOURCES TERMS AND CONDITIONS, which is attached hereto and incorporated herein, is added and incorporated into the Contract as though fully set forth therein.

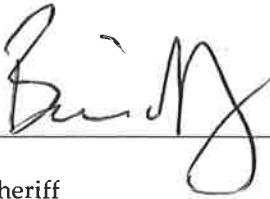
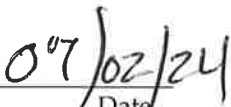
Additions to this text are shown by underline and deletions by ~~((strikeout))~~. All other terms and conditions remain in full force and effect. The effective date of this amendment is **July 01, 2024**.

[Remainder of this page intentionally left blank. Signature page follows.]

THIS CONTRACT AMENDMENT, consisting of three (3) pages and two (2) attachments, is executed by the persons signing below who warrant that they have the authority to execute the contract.

CLALLAM COUNTY SHERIFF'S OFFICE

**WASHINGTON STATE DEPARTMENT OF
CORRECTIONS**

		
_____ Sheriff	_____ Date	_____ Daryl A. Huntsinger, Contracts Administrator

**BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON**

_____ Chair	_____ Date
----------------	---------------

ATTEST (Clerk):

_____ Clerk of the Board	_____ Date
-----------------------------	---------------

Approved as to form by:


_____ Contractor's Attorney

Approved as to Form: This Amendment format was
approved by the office of the Attorney General.
Approval on file.

MEDICAL BILLING REIMBURSEMENT FORM/ INCARCERATED INDIVIDUAL HOUSING INVOICE
 (County/City/Tribal) Jail
 (Street Address)
 (Phone Number)

(Month) 2015
 Total Amount (\$00.00)

Bill to:
 Washington State Department of Correction
 P.O. Box 41149
 Olympia, WA 98504 (360) 725-8620
DOCViolatorbedbilling@DOC1.WA.GOV

Daily Bed Day Rate: \$65.00

Name	DOC #	DOB	DOC start date Sanction/Confinement	DOC End/Transfer date for Sanction/Confinement	Total # of billed DOC Days	Total amount billed to DOC
Doe, Jane	123456	1/15/89	7/19/15	7/21/15	3	\$195.00
Smith, Johnny	121212	2/26/62	7/8/15	7/20/15	13	\$845.00
County Border Exchange Days:						
Jahnsen, Doe	555555	10/31/92	8/1/15	8/1/15	1	\$65.00
TOTAL					17	\$1,105.00

Last Name	First Name	DOC#	Date of Birth	Date of Service	Medical Facility or RX name, & strength	RX quantity or # of days	RX # or reason for treatment	Name of jail staff contacting DOC medical staff	Date and time of contact with medical staff	Name of DOC medical staff contacted	Copy of approved non-formulary request attached, if available? Y, N or N/A	Copy of off-site medical provider claim form and/or Contractors' original pharmacy bill attached as required? Y/N	Amount of copay paid by Incarcerated Individual if any	Amount paid by contractor	Amount billed to DOC
Doe	Jane	123456	1/15/89	7/20/15	Gabapentin 30 MG Tab	3 pills	1234561	Elmer Phud	7/20/15; 12:34 pm	Tammy Williams	Y	Y	\$1.00	\$12.50	\$11.50
Smith	Johnny	121212	2/26/62	7/10/15	St Joseph's Hospital	7 days	Chest pain	Erin Rogers	7/10/15; 2:40 am	Lisa Russell-Tutty	N/A	Y	\$ -	\$2,500.00	\$2,500.00
Jahnsen	Doe	555555	10/31/92	8/1/15	Walla-Walla General Hospital	5 weeks	Foreign object removal	Billie Goat	8/1/15; 4:10 pm	Sarah Nichols	N/A	Pending	\$4.00	\$5,000.00	\$4,996.00

ATTACHMENT D

DATA SHARING AND ACCESS TO INFORMATION TECHNOLOGY RESOURCES TERMS AND CONDITIONS

1. GENERAL

- 1.1 The purpose of the Data Sharing and Access to Information Technology Resources Terms and Conditions is to set forth the terms and conditions under which the Department of Corrections ("WADOC") will allow the restricted use of its confidential information to Clallam County ("Requestor"), and under which Requestor may receive and use the confidential information. This Agreement further sets forth the terms and conditions under which WADOC will allow the restricted use of and access to its information technology (IT) resources ("IT Resources") and under which Requestor may access and use those IT Resources. This Agreement ensures that confidential information and access to IT resources are provided, protected, and used only for purposes authorized by this Agreement and in accordance with state and federal law.
- 1.2 WADOC may provide Requestor with confidential information necessary for Requestor to perform the Agreement, including Protected Health Information of individuals under the jurisdiction of the Department.
- 1.3 The data to be shared under this Agreement may include Category 3 – Confidential Information and Category 4 – Confidential Information Requiring Special Handling, based upon classification categories developed by the Washington State Office of the Chief Information Officer (hereinafter referred to as "OCIO"). Data will be on an individual-level and non-aggregated, with personal identifiers. All data and information provided to Requestor by Department pursuant to this Agreement is hereinafter referred to as "WADOC Data."

2. USE OF DATA AND IT RESOURCES

- 2.1 Requestor and its employees, agents, volunteers, contractors, and subcontractors (collectively referred to herein as "Requestor") with access to WADOC Data and/or IT Resources shall access and use such data and/or resources only for the purposes set forth in this Agreement. This Agreement does not constitute a release of WADOC Data and/or IT Resources for Requestor's discretionary use. WADOC Data and IT Resources may be accessed only to carry out the responsibilities specified herein. Any ad hoc analyses or other use of WADOC Data or IT Resources not specified in this Agreement is not permitted without the prior written agreement of WADOC.
- 2.2 Requestor shall comply with the policies, standards, and guidelines of the OCIO; WADOC Policy 280.310 – Information Technology Security; WADOC Policy 280.515 – Data Classification and Sharing; the terms and conditions set forth in this Agreement; and all applicable state and federal laws in its treatment of WADOC Data and IT Resources.
- 2.3 Neither the state of Washington nor WADOC guarantee or warrant the accuracy, timeliness, or completeness of WADOC Data. Requestor understands and assumes all risks and liabilities of use and misuse of WADOC Data or IT Resources by Requestor.

- 2.4 Requestor shall not use, transfer, sell, or otherwise disclose WADOC Data gained by reason of this Agreement for any purpose that is not directly connected with the purpose, justification, and permitted uses of this Agreement, except as provided by law or with the prior written consent of WADOC and the individual or personal representative of the individual who is the subject of the WADOC Data, if any.
- 2.5 (Omitted.)
- 2.5.1 (Omitted.)
- 2.5.2 (Omitted.)
- 2.5.3 (Omitted.)
- 2.6 Requestor is not authorized to update or change any WADOC Data, and any updates or changes to WADOC Data shall be cause for immediate termination of this Agreement.
- 2.7 PUBLICATION OF WADOC DATA.
- 2.7.1 Any and all reports utilizing or derived from WADOC Data shall be subject to review by WADOC prior to publication or presentation. Requestor shall provide all draft materials to WADOC for review of usability, data sensitivity, data accuracy, completeness, and consistency with WADOC standards at least twenty (20) working days prior to the presentation or publication of any report utilizing or derived from WADOC Data.
- 2.7.2 Requestor shall include the following statement with any publication utilizing or derived from WADOC Data:
- "This material utilizes confidential information from the Washington State Department of Corrections (WADOC). Any views expressed here are those of the author(s) and do not necessarily represent those of the WADOC or other data contributors. Any errors are attributable to the author(s)."
- 2.8 Any data that is derived from WADOC Data or which could not have been produced but for the use of WADOC Data shall be considered WADOC Data and is subject to the terms and conditions set forth in this Agreement.
- 2.9 The requirements in this section shall survive the termination or expiration of this Agreement or any subsequent agreement intended to supersede this Agreement.
- 3. DATA SECURITY**
- 3.1 PROTECTION OF DATA. All electronic data provided by WADOC shall be stored on an encrypted hard drive in a secure environment with access limited to the fewest number of staff needed to complete the purpose of this Agreement.
- 3.1.1 Workstation hard disk drives. Data stored on local workstation hard disks shall be encrypted with a FIPS approved cryptographic algorithm. Access will be restricted to

authorized users by requiring logon to the local workstation using a unique user ID and complex password or other authentication mechanisms that provide equal or greater security, such as biometrics or smart cards.

- 3.1.2 Network server disks. Data stored on hard disks mounted on network servers and made available through shared folders shall be encrypted with a FIPS approved cryptographic algorithm. Access to the data will be restricted to authorized users through the use of access control lists which will grant access only after the authorized user has authenticated to the network using a unique user ID and complex password or other authentication mechanisms which provide equal or greater security, such as biometrics or smart cards. Data on disks mounted to such servers must be located in an area which is accessible only to authorized personnel, with access controlled through use of a key, card key, combination lock, or comparable mechanism. Backup copies must be encrypted if recorded to removable media.
- 3.1.3 Optical discs (e.g., CDs, DVDs, Blu-Rays) in local workstation optical disc drives. Data provided by WADOC on optical discs that will be used in local workstation optical disc drives and will not be transported out of a secure area shall be encrypted with a FIPS approved cryptographic algorithm. When not in use, such discs must be locked in a drawer, cabinet or other container to which only authorized users have the key combination, or mechanism required to access the contents of the container. Workstations which access WADOC Data on optical discs must be located in an area accessible only to authorized individuals, with access controlled through use of key, card key, combination lock, or comparable mechanism.
- 3.1.4 Optical discs (e.g., CDs, DVDs, Blu-Rays) in drives or other devices attached to a network. Data provided by WADOC on optical discs that will be used in drives or other devices attached to a network shall be encrypted with a FIPS approved cryptographic algorithm. Access to data on these discs will be restricted to authorized users through the use of access control lists which will grant access only after the authorized user has authenticated to the network using a unique user ID and complex password or other authentication mechanisms which provide equal or greater security, such as biometrics or smart cards. The optical discs must be located in an area accessible only to authorized individuals, with access controlled through use of a key, card key, combination lock, or comparable mechanism.
- 3.1.5 Paper documents. Any paper records must be protected by storing the records in a secure area accessible only to authorized individuals. When not in use, such records must be stored in a locked container, such as a file cabinet, locking drawer, or safe, to which only authorized persons have access.
- 3.1.6 Portable Devices. Within this Agreement, portable devices include, but are not limited to handhelds/PDAs, Ultramobile PCs, flash memory devices (e.g., USB flash drives, personal media players), portable hard disks, and laptop/notebook computers. Portable media includes, but is not limited to optical media (e.g., CD's, DVD's, Blu-Rays), magnetic media (e.g., floppy disks, Zip or Jaz disks or drives), and flash media (e.g., Compact Flash, SD Card, MMC).

- Requestor shall not store WADOC Data on portable devices or portable media unless specifically authorized within this Agreement. If so authorized, the Requestor shall:
- Encrypt the data with a FIPS approved cryptographic algorithm.
- Control access to devices with a unique user ID and password or stronger authentication method such as a physical token or biometrics.
- Manually lock devices whenever they are left unattended and set devices to lock automatically after a period of inactivity, if this feature is available. Maximum period of inactivity is twenty (20) minutes.
- Physically protect the portable device(s) and/or media by keeping them in locked storage when unused; using check-in/check-out procedures when device or other media is being shared; taking frequent inventories of media, and access to media by users.
- When being transported outside of a secure area, portable devices and media with confidential WADOC Data must be under the physical control of Requestor's staff with authorization to access the data.

3.1.7 Backup Data Storage

3.1.7.1 WADOC Data may be stored on Portable Devices that meet the requirements for such storage as part of Requestor's existing, documented backup process for business continuity or disaster recovery purposes. Such storage is authorized until such time as that media would be reused during normal backup operations. If backup media is retired while WADOC Data still exists upon it, such media will be destroyed at that time in accordance with the disposition requirements of this Agreement.

3.1.7.2 Data may be stored on non-portable media (e.g., Storage Area Network drives, virtual media, etc.) that meet the requirements for such storage as part of a Requestor's existing, documented backup process for business continuity or disaster recovery purposes. If so, such media will be protected as otherwise described in this Agreement. If this media is retired while WADOC Data still exists upon it, the WADOC Data will be destroyed at that time in accordance with the disposition requirements of this Agreement.

3.1.8 Cloud Storage. WADOC Data requires protections equal to or greater than those specified in this agreement. Cloud storage of WADOC Data is problematic as neither DOC nor the Requestor has control of the environment in which the WADOC Data is stored. For this reason:

3.1.8.1 WADOC Data will not be stored in any consumer grade Cloud solution, unless all of the following conditions are met:

- (1) Requestor has written procedures in place and governing the use of Cloud storage and Requestor attests in writing that all such procedures will be uniformly followed.
- (2) WADOC Data will be Encrypted while within the Requestor's network.
- (3) WADOC Data will remain Encrypted during transmission to the Cloud.
- (4) WADOC Data will remain Encrypted at all times while residing within the Cloud storage solution.
- (5) Requestor will possess a decryption key for the WADOC Data and the decryption key will be possessed only by Requestor and/or DOC.
- (6) WADOC Data will not be downloaded to non-authorized systems, meaning systems that are not on either the DOC network or Requestor's network.
- (7) WADOC Data will not be decrypted until downloaded onto a computer within the control of an Authorized User and within either the DOC's network or Requestor's network.

3.1.8.2 WADOC Data will not be stored on an Enterprise Cloud storage solution unless either:

- (1) The Cloud storage provider is treated as any other subcontractor and agrees in writing to all the requirements within this Attachment; or
- (2) The cloud storage solution used is FedRAMP certified.

3.1.8.3 If WADOC Data includes protected health information covered by the Health Insurance Portability and Accountability Act (HIPAA), the Cloud provider must sign a Business Associate Agreement prior to storing WADOC Data in their Cloud solution.

3.1.8.4 Definitions. The words and phrases used in this provision shall have the following definitions:

- (1) "Business Associate Agreement" means an agreement between DOC and a contractor who is receiving Data covered under the Privacy and Security Rules of the Health Insurance Portability and Accountability Act of 1996. The agreement establishes permitted and required uses and disclosures of protected health information (PHI) in accordance with HIPAA requirements and provides obligations for business associates to safeguard the information.
- (2) "Cloud" means data storage on servers hosted by an entity other than the Contractor and on a network outside the control of the Contractor. Physical storage of data in the cloud typically spans multiple servers and

often multiple locations. Cloud storage can be divided between consumer grade storage for personal files and enterprise grade for companies and governmental entities. Examples of consumer grade storage would include iTunes, Dropbox, Box.com, and many other entities. Enterprise cloud vendors include Microsoft Azure, Amazon Web Services, and Rackspace.

- (3) "Encrypt" means to encode Confidential Information into a format that can only be read by those possessing a "key"; a password, digital certificate or other mechanism available only to authorized users. Encryption must use a key length of at least 256 bits for symmetric keys, or 2048 bits for asymmetric keys. When a symmetric key is used, the Advanced Encryption Standard (AES) must be used if available.
- (4) "FedRAMP" means the Federal Risk and Authorization Management Program (see www.fedramp.gov), which is an assessment and authorization process that federal government agencies have been directed to use to ensure security is in place when accessing Cloud computing products and services.

3.2 SYSTEM PROTECTION. To prevent the compromise of systems that contain WADOC Data or through which WADOC passes:

- 3.2.1 Systems containing WADOC Data must have all security patches or hotfixes applied within three (3) months after such patches or hotfixes are made available.
- 3.2.2 Requestor must have a process to ensure that the requisite patches and hotfixes have been identified and applied within the required timeframe.
- 3.2.3 Systems containing WADOC Data shall have anti-malware application installed, if such an application is available.
- 3.2.4 Anti-malware software shall be kept up to date. The product, anti-virus engine, and any malware database used will be no more than one (1) update behind the most current version.
- 3.2.5 Requestor's patch management process must meet or exceed the then-current standards promulgated by the National Institute of Standards and Technology (NIST), which may be found at the time of drafting in NIST Special Publication 800-40.
- 3.2.6 The system architecture must provide continuous monitoring of both internal and external activity for anomalies and identify, report, and defend against security intrusions before data is compromised.
- 3.2.7 Requestor shall conduct penetration tests at least once every twenty-four (24) months, system vulnerability assessments at least monthly, and application vulnerability assessments prior to the production release of any changes to source code.

- 3.2.8 Requester's application/system development practices must be consistent with those promulgated by NIST for low to moderate impact systems, which may be found in NIST SP 800.64 at the time of drafting.
 - 3.2.9 Requestor warrants that its application/system does not contain any of the Open Web Application Security Project's top ten (10) vulnerabilities.
 - 3.2.10 Requestor has a practice of systematic collection, monitoring, alerting, maintenance, retention, and disposal of security event logs and application audit trails. Logs and audit trails are written to an area inaccessible to system users and are protected from editing. At a minimum, the logs and audit trails must provide historical details on all transactions within the system that are necessary to reconstruct activities, including, but not limited to, recording the type of event, date, time, account identification, and machine identifiers for each logged transaction. Audit and log files can be analyzed by type in order to find emerging issues or trends. Requestor's system must trigger immediate notification to appropriate system administrators for severe incidents. Logs must be secured against unauthorized changes. Logs must be retained for at least six (6) months.
- 3.3 SAFEGUARDS AGAINST UNAUTHORIZED USE AND RE-DISCLOSURE OF DATA. Requestor shall exercise due care to protect all data from unauthorized physical and electronic access. Both parties shall establish and implement the following minimum physical, electronic, and managerial safeguards for maintaining the confidentiality of information provided by either party pursuant to this Agreement:
- 3.3.1 Access to information provided by WADOC will be restricted to only those authorized staff, officials, and agents of the parties who need it to perform their official duties in the performance of the work requiring access to the information as detailed in this Agreement and/or contract which this Agreement concerns.
 - 3.3.2 Requestor will store the information in an area that is safe from access by unauthorized persons during work hours as well as non-work hours, or when otherwise not in use.
 - 3.3.3 Requestor will design, implement and maintain an information security program designed to meet at least an industry standard ability to protect the information in a manner that prevents unauthorized persons from retrieving the information by means of computer, remote terminal, or other means.
 - 3.3.4 Requestor shall take precautions to ensure that only authorized personnel and agents are given access to files containing confidential or sensitive data.
 - 3.3.5 Requestor shall take due care and reasonable precautions to protect WADOC Data from unauthorized physical and electronic access.
 - 3.3.6 Both parties shall meet or exceed the requirements set forth in the OCIO's policies and standards for data security and access controls to ensure the confidentiality, availability, and integrity of all data accessed.

4. DATA SEGREGATION

4.1. WADOC Data provided pursuant to this Agreement must be segregated or otherwise distinguishable from non-WADOC Data. This requirement ensures that all WADOC Data can be identified for return or destruction upon expiration, termination, or completion of work under this Agreement. It also aids in determining whether WADOC Data has or may have been compromised in the event of a security breach.

4.2. METHODS OF DATA SEGREGATION.

4.2.1 Electronic Media. If WADOC Data is stored on electronic media (e.g., hard disk, optical disc, magnetic tape):

4.2.1.1 Such electronic media shall contain only WADOC Data; or

4.2.1.2 WADOC Data shall be stored in a partition or folder or other logical container dedicated to WADOC Data;

4.2.2 Database. If WADOC Data is stored in a database:

4.2.2.1 Such database shall contain only WADOC Data; or

4.2.2.2 WADOC Data shall be distinguishable from non-WADOC Data by the value of a specified field or fields within database records.

4.3 Paper Documents. If WADOC Data is stored as physical paper documents, such documents shall be physically segregated from non-WADOC Data and secured in a drawer, folder, or other container, with access limited to only authorized individuals.

4.3 When it is not feasible or practical to segregate WADOC Data from non-WADOC Data using the methods set forth above, then both the WADOC Data and the non-WADOC Data with which it is commingled must be protected as described for WADOC Data in this Agreement.

5. DATA CONFIDENTIALITY

5.1 Requestor acknowledges the personal or confidential nature of the information and agrees that all employees, agents, volunteers, contractors, and subcontractors with access to WADOC Data, and third parties with whom WADOC Data is shared, shall comply with all laws, regulations, and policies that apply to protection of the confidentiality of the WADOC Data. Requestor is responsible for ensuring all such employees, agents, volunteers, contractors, subcontractors, and third parties are aware of and abide by the data use and security provisions set forth in this Agreement and any amendments, attachments, or exhibits hereto. Requestor is responsible for timely providing the Department with duly executed Statements of Confidentiality and Non-Disclosure and Certifications of Data Disposition for all such employees, agents, volunteers, contractors, subcontractors, and third parties. Requestor acknowledges that the failure to meet the requirements set forth in this section is, at WADOC's discretion, cause for termination.

5.2 (Omitted.)

5.2.1 (Omitted.)

5.2.2 (Omitted.)

5.3 **PENALTIES FOR UNAUTHORIZED DISCLOSURE OF INFORMATION.**

In the event Requestor fails to comply with any material term of this Agreement, WADOC shall have the right to take any and all actions to remedy such failure and its effects that WADOC, in its sole discretion, deems reasonable under the circumstances. Any costs, fees, or expenses, including legal costs, incurred by WADOC as a result of Requestor's failure to comply with the terms of this Agreement shall be recoverable from Requestor. The exercise of remedies pursuant to this paragraph shall be in addition to all sanctions provided by law and to legal remedies available to parties injured by unauthorized disclosure.

6. INCIDENT NOTIFICATION AND RESPONSE

6.1 The compromise or potential compromise of WADOC Data that may be a breach that requires notice to affected individuals under RCW 42.56.590, RCW 19.255.010, or any other applicable breach notification law or rule must be reported to the WADOC Contract Manager and WADOC Chief Information Security Officer in writing within one (1) business day of discovery.

6.2 If Requestor does not have full details about the incident, it will report what information it has and provide full details as soon as possible but no later than ten (10) business days after the date of discovery. To the extent possible, these initial reports must include at least:

6.2.1 The nature of the unauthorized use or disclosure, including a brief description of the event of unauthorized use or disclosure, the date of the event, and the date of discovery.

6.2.2 A description of the types of information involved.

6.2.3 The investigative and remedial actions Requestor or its subcontractor took or will take to prevent and mitigate harmful effects and protect against recurrence.

6.2.4 Any details necessary for a determination of whether the incident is a breach that requires notification under RCW 19.255.010, RCW 42.56.590, or any other applicable breach notification law or rule.

6.2.5 Any other information WADOC reasonably requests.

6.3 As soon as reasonably practicable, Requestor must also take actions to mitigate the risk of loss and comply with any notification or other requirements imposed by law or WADOC.

6.4 If, in the sole judgment of WADOC, notifications to individuals must be made, Requestor will further cooperate and facilitate notification to required parties, which may include notification to affected individuals, the media, the Attorney General's Office, or other authorities based on applicable law.

At WADOC's discretion, Requestor may be required to directly fulfill notification requirements, or if WADOC elects to perform the notifications, Requestor must reimburse WADOC for all associated costs.

- 6.5 Requestor is responsible for all costs incurred in connection with a security incident, privacy breach, or potential compromise of WADOC Data, including, but not limited to:

6.5.1 Computer forensics assistance to assess the impact of a data breach, determine root cause, and help determine whether and the extent to which notification must be provided to comply with breach notification laws.

6.5.2 Notification and call center services for individuals affected by a security incident or privacy breach, including fraud prevention, credit monitoring, and identity theft assistance.

6.5.3 Regulatory defense, fines, and penalties from any claim in the form of a regulatory proceeding resulting from a violation of any applicable privacy or security laws or regulations.

- 6.6 Requestor's obligations regarding incident notification survive the termination of this Agreement and continue for as long as Requestor maintains WADOC Data and for any breach or potential breach, at any time.

7. DISPOSITION OF DATA

- 7.1 TIME OF DISPOSAL. Requestor shall immediately dispose of WADOC Data upon: (a) the expiration of the Agreement; (b) the termination of the Agreement; (c) the completion of work that required the data; and (d) one (1) year from the date the WADOC Data was made available to Requestor.

- 7.2 METHOD OF DISPOSAL. At WADOC's option, the disposal required in this section may be accomplished by the destruction of WADOC Data, the return of WADOC Data to WADOC, or a combination of both. Requestor shall perform all other actions WADOC determines necessary to protect WADOC Data. If WADOC does not specify a preferred method of disposal, Requestor shall destroy the WADOC Data.

- 7.3 (Omitted.)

- 7.4 METHODS OF DESTRUCTION.

7.4.1 Paper Documents.

7.4.1.1 Paper documents containing Category 3 data may be recycled by a contracted recycling firm, provided that the contract ensures the confidentiality of the data will be protected. Such documents may also be destroyed by on-site shredding, pulping, or incineration.

7.4.1.2 Paper documents containing Category 4 data shall be destroyed by on-site shredding, pulping, or incineration.

- 7.4.2 Optical Discs. Optical discs containing Category 3 or Category 4 data shall be destroyed by on-site incineration, shredding, or complete defacement of the readable surface with a coarse abrasive.
- 7.4.3 Magnetic Tapes. Magnetic tapes containing Category 3 or Category 4 data shall be destroyed by incineration, crosscut shredding, or degaussing.
- 7.4.4 Server and Workstation Hard Drives. Category 3 and Category 4 data stored on server and workstation hard drives, and other similar media, shall be destroyed by a data erasure or sanitation utility that overwrites the data at least three (3) times using either random or single character data, the degaussing of the hard drive or media sufficient to ensure that the data cannot be retrieved or reconstructed, or the complete physical destruction of the hard drive or media such that the content cannot be retrieved or reconstructed.
- 7.4.5 Portable Media. Category 3 and Category 4 data stored on portable media shall be destroyed by a data erasure or sanitation utility that overwrites the data at least three (3) times using either random or single character data, the complete degaussing of the portable media sufficient to ensure that the data cannot be retrieved or reconstructed, or the complete physical destruction of the portable media such that the content cannot be retrieved or reconstructed.
- 7.4.6 The requirements of this section shall survive the termination or expiration of this Agreement and any subsequent agreement intended to supersede this Agreement.

8. OFF-SHORE PROHIBITION

- 8.1 Requestor must maintain all hardcopies containing WADOC Data in the United States.
- 8.2 Requestor may not directly or indirectly (including through subcontractors) transport or maintain any WADOC Data, hardcopy or electronic, outside the United States unless it has advance written approval from the Department.

9. ON-SITE OVERSIGHT AND RECORDS MAINTENANCE

During the term of this Agreement, WADOC may, during normal business hours and upon reasonable written notice, audit, monitor, and review Requestor's activities and processes relevant to its obligations under this Agreement to ensure compliance therewith, within the limits of Requestor's technical capabilities. Requestor agrees to provide WADOC access to information, materials, and equipment necessary to audit, monitor, and review Requestor's activities and processes. Requestor shall cooperate with WADOC in the performance of any such audit, monitor, or review of Requestor's activities and processes.

Both parties hereto shall retain all records, books, and documents related to this Agreement for six (6) years, except for data disposed of in accordance with this Agreement. The Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access to and the right to examine any of these materials during the term of this Agreement.

10. RIGHTS IN DATA

Unless otherwise provided herein, this Agreement will not be construed to effect any transfer of right or license to the embodiments of the WADOC's Data, except to the limited extent necessary to carry out the responsibilities specified in the Agreement.

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JUL 16 2024



AGENDA ITEM SUMMARY

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

Department: Health & Human Services

WORK SESSION ☒ **Meeting Date: July 8, 2024**

REGULAR AGENDA ☒ **Meeting Date: July 16, 2024**

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

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract – 11322-24-DOCCLIHP | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Over the next few years, local governments will update their comprehensive plans under the Growth Management Act (GMA). Similarly, affordable housing and emergency housing professionals will be contributing to updates of Housing and Urban Development (HUD) Consolidated Plans and/or their county's 5-year homelessness plans by 2025. To meet these housing needs, significant planning and coordination across sectors and disciplines is needed.

Clallam County HHS has applied for and been awarded a grant from Commerce that will support this work by hiring a consultant to coordinate resources and work with partner jurisdictions and service providers to update the 5-year homelessness plan. Upon completion of the update and adoption of the 2025-2030 Clallam County Homelessness Crisis Response & Housing Plan, the Clallam County Department of Community Development will adopt the updated plan by reference into the Clallam County Growth Management Act Comprehensive 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?** ☐

Funds in the 2024 budget. Budget hearing to be held July 30, 2024

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
 Please review and sign.

County Official signature & print name:

Jennifer Oppelt

* 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)

CLIHP AIS

Revised: 3-04-2019

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

Names of Relevant Departments/Employees/Stakeholders attending meeting:
Christine Dunn

Date submitted: July 2, 2024

-
- * 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)

CLIHP AIS
Revised: 3-04-2019

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



Interagency Agreement with

Clallam County

through

Growth Management Services

Contract Number:

24-63336-206

For

Coordinating Low-income Housing Planning (CLIHP) Grant

Dated: Date of Execution

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**Face Sheet**

Contract Number: 24-63336-206

**Local Government Division, Growth Management Services
Coordinating Low-income Housing Planning (CLIHP) Grant**

1. Contractor Clallam County Health & Human Services 111 E 3rd Street Port Angeles, WA 98362		2. Regional Planner Ted Vanegas Email: Ted.Vanegas@commerce.wa.gov		
3. Contractor Representative Jennifer Oppelt Deputy Director 360-417-2431 Jennifer.Oppelt@clallamcountywa.gov		4. COMMERCE Representative Laura Hodgson Housing Planning and Data Manager 360-764-3143 Laura.Hodgson@commerce.wa.gov 1011 Plum Street SE Olympia, WA 98504		
5. Contract Amount \$35,000	6. Funding Source Federal: ☐ State: ☒ Other: ☐ N/A: ☐		7. Start Date Date of Execution	8. End Date June 30, 2025
9. Federal Funds (as applicable) N/A		Federal Agency: N/A ALN N/A		
10. Tax ID # N/A	11. SWV # 0000200-00	12. UBI # 054-004-559		13. UEI # N/A
14. Contract Purpose For activities that support the coordinated planning for extremely low-income housing needs.				
COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, and Attachment "B" – Budget.				
FOR CONTRACTOR _____ Mike French, Commissioner, BOCC Chair Clallam County _____ Date  Approved as to Form		FOR COMMERCE _____ Mark K. Barkley, Assistant Director Local Government Division _____ Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE		

Special Terms and Conditions

1. AUTHORITY

COMMERCE and Contractor enter into this Contract pursuant to the authority granted by Chapter 39.34 RCW.

2. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

3. COMPENSATION

COMMERCE shall pay an amount not to exceed thirty-five thousand dollars (\$35,000), for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the performance-based Scope of Work (Attachment A) and Budget (Attachment B).

4. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Contractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly nor less than quarterly.

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Contract Number 24-63336-206.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Grant Start Date

COMMERCE will pay the Contractor for costs incurred beginning July 1, 2023, for services and deliverables described under this Agreement.

State Fiscal Year Payments

COMMERCE will reimburse Contractor for State Fiscal Year 2024 (July 1, 2023 – June 30, 2024), and State Fiscal Year 2025 (July 1, 2024 – June 30, 2025), based on the expenses incurred under this Contract. See Attachment B for reimbursement schedule for deliverables.

Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report (or completion of the project, etc.).

Line Item Modification of Budget

- A. Notwithstanding any other provision of this contract, the Contractor may, at its discretion, make modifications to line items in the Budget (Attachment B) that will not increase the line item by more than fifteen percent (15%).
- B. The Contractor shall notify COMMERCE in writing (by email or regular mail) when proposing any budget modification (Attachment B) that would increase the line item by more than fifteen percent (15%). Conversely, COMMERCE may initiate the budget modification approval process if presented with a request for payment under this contract that would cause one or more budget line items to exceed the 15 percent (15%) threshold increase described above.
- C. Any such budget modification or modifications as described above shall require the written approval of COMMERCE (by email or regular mail), and such written approval shall amend the Budget. Each party to this contract will retain and make any and all documents related to such budget modifications a part of their respective contract file.

5. SUBCONTRACTOR DATA COLLECTION

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

6. INSURANCE

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

7. FRAUD AND OTHER LOSS REPORTING

Contractor shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

8. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget

General Terms and Conditions

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Washington Department of Commerce.
- C. "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Attachments, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

3. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

4. ASSIGNMENT

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION

- A. "Confidential Information" as used in this section includes:
 - i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
 - ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and

iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.

B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.

C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

6. **COPYRIGHT**

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

7. **DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority

prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

8. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9. INDEMNIFICATION

Each party shall be solely responsible for the acts of its employees, officers, and agents.

10. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

11. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

12. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

13. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

14. SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

15. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

16. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

17. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

18. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

19. TERMINATION PROCEDURES

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.

20. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B. The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management

practices.

- C.** If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D.** The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E.** All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

21. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

Attachment A: Scope of Work

Grant Objective: Coordinating 5-year homelessness plan with Growth Management Act (GMA) comprehensive plan so they have consistent policies and data.

Action/Steps/ Deliverables	Description	Start Date	End Date
Step 1.1	Collect all existing homelessness taskforce, county, and cities planning data for submission to consultant focusing on very low to extremely low-income populations (performed by County Staff).	May 2024	June 2024
Step 1.2	Identify parties to connect with on the grant work (groups or organizations to provide data or who participate in the system), their contact information and their role in the work (performed by County Staff).	June 2024	June 2024
Deliverable 1	Pre-planning support documentation and coordination with community members providing homelessness services and supportive housing (performed by County staff).		June 28, 2024
Step 2.1	Development and release of Request for Qualifications (RFQ) documents for the identification of a contracted consultant. (performed by County Staff).	May 2024	June 2024
Step 2.2	Coordination of meetings between supporting jurisdictions/organizations.	June 2024	June 2024
Deliverable 2	Meeting agendas, attendee lists, and notes from coordination meetings to date, as well as schedule for future meetings (performed by County Staff).		June 28, 2024
Step 3.1	Develop coordinated strategic policies with supporting jurisdictions/organizations for utilization in comprehensive plan and 2025-2029 Homelessness Crisis Response and Housing Plan (performed by consultant).	August 2024	October 2024

Grant Objective: Coordinating 5-year homelessness plan with Growth Management Act (GMA) comprehensive plan so they have consistent policies and data.

Step 3.2	Identify baseline existing conditions data to include in comprehensive plan and 2025-2029 Homelessness Crisis Response and Housing Plan in coordination with supporting jurisdictions/organizations (performed by consultant).	October 2024	November 2024
Step 3.3	Identify future priorities to include in all plans (performed by consultant).	December 2024	March 2025
Deliverable 3	Draft coordinated data and policy pieces for comprehensive plans and 5-year homelessness plan		March 31, 2025

Grant Objective: Development an updated Homelessness Crisis Response and Housing Plan for alignment with GMA Comprehensive Plan.

Action/Steps/ Deliverables	Description	Start Date	End Date
Step 4.1	Work with Homelessness Task Force Subcommittee to review 2020-2024 Homelessness Crisis Response and Housing Plan (performed by County staff and consultant).	September 2024	November 2024
Step 4.2	Work with Homelessness Task Force subcommittee to review new guidelines from Commerce as a requirement in creating the 2024-2029 Homelessness Crisis Response and Housing Plan (performed by County staff and consultant).	September 2024	December 2024
Step 4.3	Create draft 2024-2029 Homelessness Crisis Response and Housing Plan (performed by County staff, consultant and Homelessness Task Force subcommittee).	December 2024	February 2025
Step 4.4	Homelessness Task Force to review and approve draft 2025-2029 Homelessness Crisis Response and Housing Plan.	March 2025	March 2025

Grant Objective: Development an updated Homelessness Crisis Response and Housing Plan for alignment with GMA Comprehensive Plan.

Step 4.5	Present the 2024-2029 Homelessness Crisis Response and Housing Plan forward to the Clallam County Board of County Commissioners work session and regular meeting for final approval.	March 2025	April 2025
Deliverable 4	Adoption of 2024-2029 Homelessness Crisis Response and Housing Plan.		April 30, 2025

Grant Objective: Develop GMA Comprehensive Plan Elements that are consistent with Clallam County 2024-2029 Homelessness Crisis Response and Housing Plan

Action/Steps/ Deliverables	Description	Start Date	End Date
Step 5.1	Draft data, policies, and materials for the GMA Comprehensive Plan where there is overlap with the 2024-2029 Homelessness Crisis Response and Housing Plan. (performed by County Staff and consultant).	April 2025	May 2025
Deliverable 5	Draft GMA Comprehensive Plan Housing Element materials that coordinate with the 2024-2029 Homelessness Crisis Response and Housing Plan, to be incorporated with final comprehensive plan.		June 15, 2025

Attachment B: Budget

Deliverables	Deliverable Due Date	Commerce Funds SFY 2024	Commerce Funds SFY 2025
Deliverable 1: Pre-planning support documentation and coordination with community members dealing with homelessness and supportive housing.	June 28, 2024		\$5,000
Deliverable 2: Meeting agendas, attendee lists, and notes from coordination meetings to date, as well as schedule for future meetings.	June 28, 2024		\$5,000
Deliverable 3: Draft coordinated data and policy pieces for comprehensive plans and 5-year homelessness plan.	March 31, 2025		\$10,000
Deliverable 4: Adoption of 2025-2029 5-year Homelessness Crisis Response and Housing Plan.	April 30, 2025		\$10,000
Deliverable 5: Draft GMA Comprehensive Plan Housing Element materials that coordinate with the 2024-2029 Homelessness Crisis Response and Housing Plan	June 15, 2025		\$5,000
Sub-Total by State Fiscal Year (SFY):		\$0	\$35,000
Total:			\$35,000



JUL 16 2024 *26*

AGENDA ITEM SUMMARY

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

Department: Prosecuting Attorney's Office

WORK SESSION ☒ **Meeting Date: 07/08/2023**

REGULAR AGENDA ☒ **Meeting Date: 07/16/2023**

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

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 117.24.001 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Signature requested on the grant agreement with the Office of Crime Victim Advocacy for funding provided through the Victim/Witness Assistance Grant Program. This grant will fund nearly 70% of the salary and benefits of one of our Victim Witness Coordinators and is an invaluable resource for our office. There are no match requirements and funds must be used to maintain and enhance the service our office provides to victims and witnesses of crimes.

PLEASE NOTE FINAL SIGNATURE WILL BE FILED ELECTRONICALLY

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?** ☐

Revenues and expenditures have already been factored into the 2024 budget, so no changes are expected.

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

Approve and sign the face sheet. Return to the Prosecuting Attorney's Office to my attention.

County Official signature & print name: Mark Nichols *Mark Nichols*

Name of Employee/Stakeholder attending meeting: Mark Nichols

Relevant Departments: Prosecuting Attorney's Office

Date submitted: 07/02/2024

* 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)



Interagency Agreement with

Clallam County Prosecuting Attorney's Office

through

Office of Crime Victims Advocacy
Community Services Division

Grant Number:
S25-31101-025

For

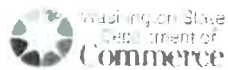
SFY 2025 Victim Witness Assistance Grant

Dated: 07/01/2024



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Face Sheet

Grant Number: S25-31101-025

**Washington State Department of Commerce
Community Services Division
Office of Crime Victims Advocacy
SFY 2025 Victim Witness Assistance Grant**

1. Grantee CLALLAM, COUNTY OF DBA PROSECUTING ATTORNEY PORT ANGELES, WA 98362		2. Grantee Doing Business As (as applicable) Clallam County Prosecuting Attorney's Office	
3. Grantee Representative Christi Wojnowski Manager of Administration & Support Christi.wojnowski@clallamcountywa.gov (360) 417-2297		4. COMMERCE Representative Lisa Lipsey Program Coordinator (564) 669-3830 lisa.lipsey@commerce.wa.gov PO Box 42525 98504-8304 1011 Plum Street SE Olympia WA 98501	
5. Grant Amount \$62,230.00	6. Funding Source Federal: ☐ State: ☒ Other: ☐ N/A: ☐		7. Start Date 07/01/2024
8. End Date 06/30/2025			
9. Federal Funds (as applicable)		Federal Agency: <u>ALN</u>	
10. SWV # SWV0000200-12	11. UBI # 601639015	12. UEI # JV6JJNELRBS5	13. Indirect Rate (if applicable) N/A
13. Grant Purpose To provide funding that strengthens Victim/Witness Assistance program activities.			
COMMERCE, defined as the Department of Commerce, and the Grantee, as defined above, acknowledge and accept the terms of this Grant and attachments and have executed this Grant on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant are governed by this Grant and the following other documents incorporated by reference: Grant Terms and Conditions including Attachment A – Scope of Work; Attachment B – Budget; Attachment C – Certification of Compliance with Federal Regulations; Attachment D – U.S. Department of Justice Certified Standard Assurances; VOCA Certifications; and Grantee's Application for funding.			
FOR GRANTEE Christi Wojnowski _____ Name, Title _____ Date _____ Signature		FOR COMMERCE _____ Cindy Guertin-Anderson, Assistant Director _____ Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE	



Special Terms and Conditions

1. AUTHORITY

COMMERCE and Grantee enter into this Grant pursuant to the authority granted by Chapter 39.34 RCW.

2. AUDIT

If the Grantee is a subrecipient and expends \$750,000 or more in federal awards from any and/or all sources in any fiscal year, the Grantee shall procure and pay for a single audit or a program-specific audit for that fiscal year. Upon completion of each audit, the Grantee shall:

- A. Submit to COMMERCE the reporting package specified in OMB Super Circular 2 C.F.R. 200.501, reports required by the program-specific audit guide (if applicable), and a copy of any management letters issued by the auditor.
- B. Submit to COMMERCE follow-up and developed corrective action plans for all audit findings.

If the Grantee is a subrecipient and expends less than \$750,000 in federal awards from any and/or all sources in any fiscal year, the Grantee shall notify COMMERCE they did not meet the single audit requirement.

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) and COMMERCE may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

3. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Grantee upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE at least quarterly, but not more often than monthly.

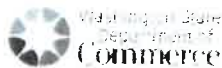
The Grantee shall submit all requests for reimbursement via the Commerce Contracts Management System (CMS), which is available through the Secure Access Washington (SAW) portal. If unable, please submit via email to your grant manager Lisa Lipsey at lisa.lipsey@commerce.wa.gov.

If required, the attachments to the invoice request in the Commerce Contract Management System shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Grantee.

COMMERCE may, in its sole discretion, terminate the Grant or withhold payments claimed by the Grantee for services rendered if the Grantee fails to satisfactorily comply with any term or condition of this Grant.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.



The Grantee agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs Financial Guide, which can be found at <https://www.ojp.gov/doj-financial-guide-2022>.

Invoices and End of Fiscal Year

Invoices are due on the 20th of the month following the provision of services.

Final invoices for a state fiscal year may be due sooner than the 20th and Commerce will provide notification of the end of fiscal year due date.

The Grantee must invoice for all approved expenses from the beginning of the Grant through June 30, regardless of the Grant start and end date.

Duplication of Billed Costs

The Grantee shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Grantee, if the Grantee is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Grantee is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subgrantees.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report.

4. COMPENSATION

COMMERCE shall pay an amount not to exceed **\$62,230.00** for the performance of all things necessary for or incidental to the performance of work as set forth in Attachment A - Scope of Work. Grantee's compensation for services rendered shall be in accordance with Attachment B – Budget.

Transfer of funds between line item budget categories must be approved by the Office of Crime Victims Advocacy (OCVA) program staff. A cumulative amount of these transfers exceeding ten (10) percent of the total program budget shall be subject to justification and negotiation between the Grantee and OCVA, including approval from the Grantee's signature authority and the relevant OCVA Section Manager.

Payment will be on a reimbursement basis only.

Travel expenses incurred or paid by Grantee shall be reimbursed at a rate not to exceed the current state rate and in accordance with the State of Washington Office of Financial Management Travel Regulations. Current travel rates may be accessed at:

<https://ofm.wa.gov/sites/default/files/public/resources/travel/colormap.pdf>

In performance of the services, requirements, and activities set forth herein, the Grantee shall comply with all applicable federal requirements of the Victims of Crime Act Rule

<https://www.federalregister.gov/documents/2016/07/08/2016-16085/victims-of-crime-act-victim-assistance-program>.

5. COMPLYING WITH THE SAFE STREETS ACT

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEOP (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)).



6. CONFERENCES, MEETINGS, AND TRAININGS

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears on the Office of Justice Programs (OJP) website at [DOJ Grants Financial Guide 2022 | III. Postaward Requirements | Office of Justice Programs \(ojp.gov\)](#).

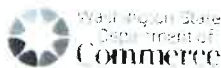
Any training or training materials that the Grantee, or any Subgrantee at any tier, develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/ojptrainingguidingprinciples.htm>.

7. DEBARMENT

- A.** Grantee, defined as the primary participant and its principals, certifies by signing these Terms and Conditions that to the best of its knowledge and belief they:
 - 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - 2. Have not within a three-year period preceding this Grant, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
 - 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of federal Executive Order 12549; and
 - 4. Have not within a three-year period preceding the signing of this Grant had one or more public transactions (Federal, State, or local) terminated for cause of default.
- B.** Where the Grantee is unable to certify to any of the statements in this Grant, the Grantee shall attach an explanation to this Grant.
- C.** The Grantee agrees by signing this Grant that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by COMMERCE.
- D.** The Grantee further agrees by signing this Grant that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," as follows, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

LOWER TIER COVERED TRANSACTIONS

- 1. The lower tier Grantee certifies, by signing this Grant that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 2. Where the lower tier Grantee is unable to certify to any of the statements in this Grant, such Grantee shall attach an explanation to this Grant.



E. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded, as used in this section, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549.

8. EXAMINATION OF RECORDS

The Grantee authorizes Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper or documents related to the VOCA grant.

The State will further ensure that all VOCA subgrantees will authorize representatives of OVC and OCFO access to and the right to examine all records, books, paper or documents related to the VOCA grant.

9. FRAUD AND OTHER LOSS REPORTING

Grantee shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Grant immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

10. GRANT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Grant.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Grant.

The Representative for the Grantee and their contact information are identified on the Face Sheet of this Grant.

11. GRANT MODIFICATION

Notwithstanding any provision of this Grant to the contrary, at any time during the grant period, COMMERCE may, by written notification to the Grantee and without notice to any known guarantor or surety, make changes within the general scope of the program activities to be performed under this Grant. All other modifications shall not be valid unless made in writing and signed by the parties. Any oral understandings and agreements not incorporated herein, unless made in writing and signed by the parties hereto, shall not be binding.

Notwithstanding any provision of this Grant to the contrary, at any time during the grant period, COMMERCE may analyze grant expenditures as a proportion of the grant budget. If COMMERCE determines, in its sole discretion, that the grant funding is underutilized, COMMERCE, in its sole discretion, may unilaterally modify the Grant to reduce the balance of the grant budget. Funds de-obligated by COMMERCE as a result of a budget reduction may be made available to other grantees for the provision of eligible program activities.

12. INSURANCE

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

13. NON-COMPLIANCE WITH NON-DISCRIMINATION LAWS

During the performance of this Grant, the Grantee shall comply with all federal, state, and local nondiscrimination laws, regulations and policies. In the event of the Grantee's non-compliance or refusal to comply with any nondiscrimination law, regulation or policy, this Grant may be rescinded, canceled or terminated in whole or in part, and the Grantee may be declared ineligible for further Grants. The Grantee shall, however, be given a reasonable time in which to cure this



noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth herein.

14. NON-SUPPLANTING

The Grantee agrees that Grant funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this Grant. Violation of the non-supplanting requirement can result in a range of penalties, including suspension of future funds under this Grant, recoupment of monies provided under this Grant, and civil and/or criminal penalties.

15. POTENTIAL FRAUD, WASTE, ABUSE AND SIMILAR MISCONDUCT

The Grantee agrees to promptly refer to the Department of Justice Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subgrantee, or other person has, in connection with funds under this award – (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by – (1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Divisions, ATTN: Grantee Reporting, 950 Pennsylvania Avenue, NW, Washington, DC 20530; (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax). Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

16. POTENTIAL IMPOSITION OF ADDITIONAL REQUIREMENTS

As applicable. The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high risk" for purposes of the DOJ high-risk grantee list.

DOJ monitors and evaluates risk for COMMERCE, and COMMERCE monitors and evaluates risk for Grantees. Grantee agrees to comply with any additional requirements that may be imposed if COMMERCE has designated the Grantee as "high risk" via risk assessment and monitoring procedures.

17. REPORTING

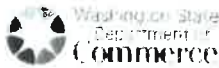
Grantees must collect and maintain data that measure the performance and effectiveness of work done under this grant.

If providing direct services or outreach, the Grantee shall submit data quarterly in the InfoNet data collection system, relative to the provision of SFY 2025 Victim Witness Assistance Grant services. Report data will be due in InfoNet no later than the fifteenth day following the end of each quarter.

The Grantee shall submit non-personally identifying demographic, service and compliance data required by state funding sources in the InfoNet data collection system. The Grantee shall maintain documentation and records that support the data reported in InfoNet.

The Grantee shall establish and maintain written procedures for the security of InfoNet use at its site. Procedures shall include:

- Only authorized staff are provided access to the InfoNet data and files;
- Staff are informed of the need for security and confidentiality of data and files maintained in or available through the InfoNet system; and



- That the Grantee shall notify the Department Program Coordinator for this grant when an employee is no longer authorized to access the InfoNet system.

Additional narrative reports may be required. See the Application for Funding and/or Reporting Instructions provided for further details.

18. REQUIREMENT OF REMEDIES FOR NON-COMPLIANCE AND MATERIALLY FALSE STATEMENTS

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award.

The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or - unenforceable, such provision shall be deemed severable from this award.

19. SERVICES TO LIMITED-ENGLISH-PROFICIENT (LEP) PERSONS

To ensure compliance with Title VI and the Safe Streets Act, Grantees are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including interpretation and translation services, where necessary. Grantees are encouraged to consider the need for language services for LEP persons served or encountered both in developing their programs and budgets and in conducting their programs and activities. Reasonable costs associated with providing meaningful access for LEP individuals are considered allowable program costs. Additional assistance regarding LEP obligations and information may be found at www.lep.gov.

20. SPECIFIC APPROVAL REQUIRED IN PROCUREMENT EXCEEDING \$250,000

As applicable. The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.



21. SUBAWARDS ("SUBGRANTEES") SPECIFIC FEDERAL AUTHORIZATION

As applicable. The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrantees") must have specific federal authorization), and are incorporated by reference here.

22. SUBGRANT AWARD REPORT (SAR)

The recipient (Commerce) must submit a Subgrant Award Report (SAR) to OVC for each subrecipient of the VOCA victim assistance funds, within ninety (90) days of awarding funds to the subrecipient. Recipients must submit this information through the automated system. Grantees submit this information to COMMERCE, who then submits this information to OVC.

23. SUBGRANTEE DATA COLLECTION

Grantee will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Grant performed by subgrantees and the portion of Grant funds expended for work performed by subgrantees, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subgrantees. "Subgrantees" shall mean subgrantees of any tier.

24. ORDER OF PRECEDENCE

In the event of an inconsistency in this Grant, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget
- Attachment C – Certification of Compliance with Federal Regulations
- Attachment D – U.S. Department of Justice Certified Standard Assurances
- SFY 2025 Victim Witness Assistance Grant Application for Funding as submitted and approved by COMMERCE



General Terms and Conditions

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Washington Department of Commerce.
- C. "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Attachments, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

3. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

4. ASSIGNMENT

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION

- A. "Confidential Information" as used in this section includes:
 - i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
 - ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and



iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.

- B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.
- C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within twenty-four (24) hours of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

6. **COPYRIGHT**

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

7. **DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority



prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

8. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9. INDEMNIFICATION

Each party shall be solely responsible for the acts of its employees, officers, and agents.

10. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

11. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

12. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

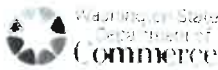
If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

13. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

14. SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.



15. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

16. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

17. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

18. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

19. TERMINATION PROCEDURES

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.



COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.

20. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B. The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management



practices.

- C. If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E. All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

21. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.



Attachment A: Scope of Work

Clallam County Prosecuting Attorney's Office shall furnish goods and services necessary to accomplish the activities under the SFY 2025 Victim Witness Assistance Grant grant funding during the grant period.

This Grant is not a benefit or entitlement to the Grantee. It is not to be used to acquire property or services for the government's direct benefit. The principle purpose of this Grant is to provide funding for Clallam County Prosecuting Attorney's Office to accomplish a public purpose.

Funding from this Grant must be used to support the services outlined and approved in the SFY 2025 Victim Witness Assistance Grant funding application.

Funding from this Grant must be used to support the Grantee's Victim Witness program to ensure assistance is available to support a victim's recovery. Grantee must ensure that activities funded under this Grant program are provided to victims/survivors of crime and are available during Grantee's regular business hours. Activities shall include, but not be limited to:

- advocacy on behalf of the client;
- courtroom/hearing support and accompaniment and preparation for the courtroom;
- providing information on victim's rights;
- assistance with safety planning;
- providing information about the criminal justice process and status of the criminal case;
- assistance in procuring protection/no-contact/restraining/anti-harassment orders;
- assistance with information for filing claims with Crime Victims Compensation (CVC); and
- referrals to other agencies which can provide information or assistance to the client.

DATA REQUIREMENTS

1. Grantees will submit quarterly reports on SFY 2025 Victim Witness Assistance Grant activities to their grant manager.
2. Report data will be due in InfoNet no later than **October 15, 2024; January 15, 2025, April 15, 2025, and with final invoice**. Additional narrative reports may be required. See the Application for Funding and/or Reporting Instructions provided for further details

DELIVERABLES

1. Services – As detailed above
2. Reports – As described in Special Terms and Conditions
3. Vouchers – Must be submitted at least quarterly

PERFORMANCE MEASURES

Provision of the deliverables listed above will be measured using the following performance measures:

1. 90% of required reports will be submitted on time
2. 100% of required audits will be completed on time



Attachment B: Budget

Budget	Victim Witness	Total
Salaries	\$43,898.00	\$43,898.00
Benefits	\$18,332.00	\$18,332.00
Non - Match Total	\$62,230.00	\$62,230.00

Transfer of funds between line item budget categories must be approved by the Office of Crime Victims Advocacy (OCVA) program staff. A cumulative amount of these transfers exceeding ten (10) percent of the total program budget shall be subject to justification and negotiation between the Grantee and OCVA, including approval from the Grantee's signature authority and the relevant OCVA Section Manager.

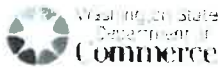
Food and Beverage Costs: The Grantee agrees Grant funds will not be used to purchase food and/or beverages for any meeting, conference, training, or other event. Additional information may be found [DOJ Grants Financial Guide 2022 | III. Postaward Requirements | Office of Justice Programs \(ojp.gov\)](#)

No Grant funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography. However, this does not apply to law enforcement agencies or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

Travel expenses incurred or paid by Grantee shall be reimbursed at a rate not to exceed the current state rate and in accordance with the State of Washington Office of Financial Management Travel Regulations. Current rates for travel may be accessed at

<https://ofm.wa.gov/sites/default/files/public/resources/travel/colormap.pdf>.

Any purchase over \$5,000 must be pre-approved by COMMERCE.



Attachment C: Certification of Compliance with Federal Regulations

All OJP award recipients, and any subrecipient ("subgrantee") at any tier, must comply with the requirements below. In addition, the general terms and conditions applicable to all OJP grants and cooperative agreements are available at: "General Conditions" for OJP Awards in FY 2023 | Office of Justice Programs. These do not supersede any specific conditions in this award document.

1. Applicability of Part 200 Uniform Requirements and DOJ Grants Financial Guide

The recipient agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), and the current edition of the DOJ Grants Financial Guide as posted on the OJP website, including any updated version that may be posted during the period of performance. For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

2. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award Condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

3. Employment Eligibility Verification for Hiring Under the Award

The recipient must ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. § 1324a(a)(1) and (2). The details of the recipients obligations under this condition are posted on the OVW website at <https://www.ojp.gov/funding/explore/legaloverview2022/mandatorytermsconditions#employment-eligibility-verification-for-hiring-under-the-award> (Award Condition: Employment eligibility verification for hiring under award), and are incorporated by reference here.

4. Determinations of Suitability to Interact with Participating Minors

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. The requirement applies regardless of an individuals' employment status. Details of this requirement are posted on the OJP website at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

5. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 38 and 28 C.F.R Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or



participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations. The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

6. General Appropriations – Law Restrictions on the use of Federal Funds

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at <https://www.ojp.gov/funding/explore/award-condition-general-appropriations-law-restrictions-use-federal-award-funds-fy-2021> (*General appropriations-law restrictions on use of federal funds*), and are incorporated by reference here.

7. Unreasonable Restrictions on Competition Under the Award; Association with Federal Government

No recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by DOJ.

8. Restrictions on "Lobbying" and Policy Development

In general, as a matter of federal law, federal funds may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, in order to avoid violation of 18 U.S.C. § 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. § 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

9. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712

10. Notification of Findings of Discrimination or Non-Compliance

In the event a state or federal court or a state or federal administrative agency makes a finding of discrimination after a due process hearing on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, age, or disability against the recipient, or a program partner or participant receiving contract funds, the recipient will forward a copy of the finding



to the U.S. Department of Justice, Office of Justice Programs, Office of Civil Rights (OCR), and the Department of Commerce (COMMERCE).

The recipient, and any subrecipient ("subgrantee") at any tier, shall include a statement clearly stating whether or not the finding is related to any contract activity supported with a contract in which U.S. Department of Justice funds are involved, and identify all open contracts utilizing U.S. Department of Justice funding by contract number and program title.

11. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

12. FFATA reporting: Subawards and executive compensation

As applicable. The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

COMMERCE submits FFATA information on behalf of all Grantees.

As the duly Authorized Representative of the Grantee, I hereby certify that the Grantee (and any subgrantees) will comply with the above regulations, as applicable

Clallam County Prosecuting Attorney's Office
Agency Name

Christi Wojnowski

Name of Authorized Official

Mark Nichols

Prosecuting Attorney
Title of Authorized Official

Mark Nichols
Signature of Authorized Official

7/2/24
Date



Attachment D: U.S. Department of Justice Certified Standard Assurances

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

1. I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.
2. I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.
3. I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--
 - A. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
 - B. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
 - C. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.
4. The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--
 - A. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681, 1683, 1685-86); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6101-07);
 - B. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20101); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b));
 - C. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
 - D. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.
5. The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).



6. I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).
7. I assure that the Applicant will give the Department and the Government Accountability Office, through any Authorized Representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.
8. I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application—
 - A. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - B. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
9. If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law—including, but not limited to, the Indian Self-Determination and Education Assistance Act—seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).
10. If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Clallam County Prosecuting Attorney's Office
Agency Name

Christi Wojnowski Mark Nichols
Name of Authorized Official

Prosecuting Attorney
Title of Authorized Official

Mark Nichols
Signature of Authorized Official

7/2/24
Date

EEOP CERTIFICATION FORM**Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements**

Please read carefully the instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: CLALLAM, COUNTY OF

Address: DBA PROSECUTING ATTORNEY 223 E 4TH ST STE 3 PORT ANGELES, WA 98362

 Is agency a ☐ Direct or ☒ Sub recipient of OJP, OVW or COPS funding?

 Law Enforcement Agency? ☐ Yes ☒ No

UEI Number: JV6JJNELRBS5

Vendor Number (only if direct recipient): N/A

Name and Title of Contact Person: Christi Wojnowski, Manager of Administration & Support

Telephone Number: (360) 417-2297

E-Mail Address: cwojnowski@co.clallam.wa.us

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

☐ Less than fifty employees

☐ Indian tribe

☐ Medical Institution

☐ Nonprofit Organization

☐ Educational Institution

☐ Receiving an award less than \$25,000

I, _____ [responsible official],

certify that _____ [recipient]

is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R. § 42.302.

I further certify that _____ [recipient]

will comply with all applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Name and Title

Signature

Date

Section B—Declaration Claiming Exemption from EEOP Submission Requirement and Certifying That an EEOP Is on File for Review

If a recipient has fifty or more employees and is receiving a single award or, subaward of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):

 I, Tammy Sullenger [responsible official],

 certify that Clallam County [recipient]

which has fifty or more employees and is receiving a single award for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:

Clallam County [organization],

223 E 4th St, Port Angeles, WA 98362 [address].

Tammy Sullenger mgmt Prof Tammy Sullenger 7/2/2024
 Name and Title Signature Date

Section C—Declaration Stating that an EEOP Short Form Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Short Form to the OCR for review.

I, _____ [responsible official],

certify that _____ [recipient],

which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Name and Title

Signature

Date

Certification of Federal Award Requirements

Funding for this grant is comprised of Federal Victims of Crime Act (VOCA) funds. Applicants must meet the following conditions in order to receive grant funding:

1. Unique Entity Identifier (UEI) from SAM.gov system

This number is required to receive federal funds. According to the Department of Justice Grants Financial Guide, unless an exception applies, all applicants and recipients must have a unique entity identifier when applying for Federal awards and cooperative agreements (initial or supplemental awards) (2 C.F.R. Part 25 - Universal Identifier and System of Award Management).

In April of 2022 the federal government stopped using the DUNS number and switched to UEI's assigned via the SAM.gov system.

If your entity was already registered in SAM.gov, your UEI has already been assigned. This number is currently visible on your entity registration record.

Please note that SAM.gov registration is not required to obtain an UEI and OCVA is no longer requiring SAM.gov registration for our grantees.

To obtain a UEI (without full entity registration in SAM.gov), please visit the SAM.gov website.

- See Quick Start Guide for Getting Your Unique Entity ID (SAM)
- See SAM.gov | Home
- This is a free service

Agency's Unique Entity Identifier (UEI):	JV6JJNELRBS5
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2. Audit Requirements

Federal Grant Funds Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the Subrecipient Handbook for more detail.

Applicant is certifying it will comply with this audit requirement.

3. Executive Compensation Data

In certain circumstances recipients of federal funds must report the names and total compensation of their five most highly compensated executives. Answer the following questions to determine if you have to submit this information.

In the agency's preceding fiscal year, did the organization

- a) receive 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements:
 Yes ☐ No ☒
- b) **and** \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements:
 Yes ☐ No ☒

Did you answer "yes" to both 4.a) and 4.b)?

Yes ☐ No ☒

If you answered "yes" to both questions please provide the names/compensation of the five (5) most highly compensated executives of the recipient of award funds:

1.
2.
3.
4.
5.

4. Internal Revenue Service (IRS) 501(c)(3) Determination Letter

VOCA funding requires that nonprofit organizations verify their nonprofit status by providing a copy of their Internal Revenue Service (IRS) 501(c)(3) determination letter. A nonprofit organization is as described in section 501 (c)(3) of the Internal Revenue Code of 1986 and is exempt from taxation under section 501(a) of that Code. See 42 U.S.C § 13925(b)(16)(B).

Unless submitted previously, nonprofit organizations applying for funding must submit a copy of Internal Revenue Service to OCVA with this application.

5. Computer Networks

The applicant understands and agrees that it cannot use VOCA Grant funds to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography.

6. Non-Supplanting Certification

The applicant understands and agrees that no VOCA Grant funds will be used to supplant existing state, local, or other non-federal funding already in place to support current services. VOCA Grant funds will be used to increase the total amount of funds used for crime victim assistance. Violation of the non-supplanting requirement can result in a range of penalties, including suspension of future funds under this grant, recoupment of monies provided under this grant, and civil and/or criminal penalties.

7. ADA Requirement (FOR NON-TRIBAL GRANTEEES ONLY)

Does the location where services are primarily provided comply with ADA requirements for accessibility?

Yes ☒ No ☐

If no, provide information on how this is addressed:

--

By signing this document below, the applicant certifies that that agency is qualified to receive the funds.

As the duly authorized representative of the applicant, I hereby acknowledge that the applicant will comply with the above requirements. This acknowledgement shall be treated as a material representation of fact upon which the Department of Commerce, Office of Crime Victims Advocacy will rely if a grant is issued.



Signature

7/2/24

Date

~~Christi Wojnowski~~

Mark Nichols

Prosecuting Attorney

Name and Title of Authorized Representative

Civil Rights Certifications

The applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, requirements, and any conditions of the recipient's grant. If a grant is made, the grantee and subgrantees, if any, will be subject to statutory prohibitions on discrimination.

1. Discrimination on the Basis of National Origin – Limited English Proficient (LEP) Individuals

To ensure compliance with the Omnibus Crime control and Safe Streets Act of 1968 and Title VI of the Civil Rights Act of 1964, applicants must take reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access to services and legal protections. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Assistance in understanding grant recipient's obligations under the law may be found in the Department of Justice's *Guidance to Federal Financial Assistance Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficiency Persons* (LEP Guidance), which can be found at 67 Fed. Reg. 41455 (June 18, 2002). Additional assistance regarding LEP obligations and information may be found at www.lep.gov.

2. Federal Non-Discrimination Requirements

The applicant will comply with any applicable federal nondiscrimination requirements, which may include:

- the Omnibus Crime Control Act and Safe Streets Act of 1968 (42 U.S.C. § 3789d);
- the Victims of Crime Act (42 U.S.C. § 10604(e));
- the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b));
- the Civil Rights Act of 1964 (42 U.S.C. § 2000(d));
- the Rehabilitation Act of 1973 (29 U.S.C. § 794);
- the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34);
- the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86);
- the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07);
- 28 C.F.R. Part 42 (U.S. Department of Justice Regulations – Nondiscrimination, Equal Employment Opportunity, Policies and Procedures);
- Executive Order 13279 (equal protection of the law for-faith based and community organizations); and
- 28 C.F.R. Part 38 ((U.S. Department of Justice Regulations – Equal Treatment for Faith Based Organizations).

The applicant shall further comply with federal law prohibiting grant recipients from retaliating against individuals taking action or participating in action to secure rights protected by federal law.

3. Civil Rights Provision - Prohibition of Discrimination for Recipients of Federal Funds

The applicant assures compliance of all applicable nondiscrimination requirements of the Victims of Crime Act. No person in any state shall, on the grounds of race, color, religion, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or denied employment in connection with any program or activity receiving federal financial assistance, pursuant to the following statutes and regulations: Section 809(c), Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 U.S.C. 3789d, and Department of Justice Nondiscrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d, et seq.; Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794; Subtitle A, Title II of the Americans with Disabilities Act of 1990, 42 U.S.C. 12101, et seq. and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39; Title IX of the Education Amendments of 1972, as

amended, 20 U.S.C. 1681-1683; and the Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101, et seq.

4. Federal Civil Rights Training

Recipients of financial assistance from the Department of Justice, such as Victims of Crime Act (VOCA) funds, either awarded directly or through another recipient, must comply with the federal statutes and regulations that prohibit discrimination based on race, color, national origin, sex, religion, age, and disability in VOCA-funded programs or activities.

As part of its training efforts, the Office for Civil Rights at the Office of Justice Programs has developed an online civil rights training curriculum for recipients. This training, which consists of six segments and accompanying self-tests, is designed to provide recipients with an overview of applicable nondiscrimination laws and the general civil rights obligations that are tied to grants awarded by the Department of Justice. The OCR offers this online version of its training program to ensure that recipients who are unable to participate in an in-person training session can still receive valuable technical assistance.

All six Civil Rights training programs are available at <http://ojp.gov/about/ocr/ocr-training-videos/video-ocr-training.htm>

The recipient must view the online training at least once every two years. By signing this certification, the applicant acknowledges the viewing of OJP Civil Rights Non-Discrimination training.

5. Notification of Findings of Discrimination or Non-Compliance

In the event a state or federal court or a state or federal administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, age, disability, or sex against the Grantee or a program partner or participant receiving grant funds, the Grantee will forward a copy of the finding to the U.S. Department of Justice, Office of Justice Programs, Office of Civil Rights (OCR), and the Department of Commerce (COMMERCE).

The Grantee shall include a statement clearly stating whether or not the finding is related to any grant activity supported with a grant in which U.S. Department of Justice funds are involved, and identify all open grants utilizing U.S. Department of Justice funding by grant number and program title.

6. Equal Employment Opportunity Program (EEOP)

The Grantee will determine whether it is required to formulate an Equal Employment Opportunity Program (EEOP), in accordance with 28 C.F.R. 42.301 et. seq. If the Grantee is not required to formulate an EEOP, it will submit a certificate form to the Washington State Department of Commerce (COMMERCE) indicating that it is not required to develop an EEOP. If the Grantee is required to develop an EEOP but not required to submit the EEOP to the OCR, the Grantee will submit a certification to COMMERCE certifying that it has an EEOP on file which meets the applicable requirements. If the Grantee is awarded a grant of \$500,000 or more and has 50 or more employees, it will submit a copy of its EEOP to the OCR and COMMERCE. Non-profit organizations, federally recognized Indian Tribes, and medical and educational institutions are exempt from the EEOP requirement, but are required to submit a certification form to COMMERCE to claim the exemption. Information about civil rights obligations of Grantees can be found at <http://www.ojp.usdoj.gov/ocr/>.

7. Grantee Duty to Ensure Subcontractor Compliance

The Grantee is required to ensure compliance with these requirements by any program partner or participant receiving funding under this grant.

As the duly authorized representative of the grantee, I hereby certify that the Grantee will comply with the above Civil Rights requirements specified in this Certification

Mark Nichols 7/2/24
Signature Date

~~Christi Wojnowski~~ Mark Nichols Prosecuting Attorney
Name and Title of Authorized Representative

Clallam County Prosecuting Attorney's Office
Name of Agency

Kayla Ayers Victim Witness Coordinator
Name and Title of person who completed OJP Civil Rights Non-Discrimination Training (see #4)

May 29, 2024
Most recent date online training was completed

Recipients must view the online training at a minimum of every two years for the duration
VOCA funding is received.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR Part 67, Section 67.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

~~Christi Wojnowski~~

Mark Nichols Prosecuting Attorney

Name and Title of Authorized Representative

Mark Nichols

Signature

7/2/24

Date

Clallam County Prosecuting Attorney's Office

Name of Organization

DBA PROSECUTING ATTORNEY 223 E 4TH ST STE 3 PORT ANGELES, WA 98362

Address of Organization

Certification Regarding Lobbying

Each person shall file the most current edition of this certification and disclosure form, if applicable, with each submission that initiates agency consideration of such person for an award of a federal contract, grant, or cooperative agreement of \$100,000 or more; or Federal loan of \$150,000 or more.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 or not more than \$100,000 for each such failure.

The undersigned certifies, to the best of their knowledge and belief, that;

- A. No 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 Federal agency, a Member of Congress, an officer or employee of Congress, or any 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.
- B. If any non-Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall initial here _____ and complete and submit "Disclosure of Lobbying Activities", in accordance with its instructions. OCVA will provide this form, if needed.
- C. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers and that all sub-recipients shall certify and disclose accordingly.

~~Christi Wojnowski~~

Mark Nichols Prosecuting Attorney

Name and Title of Authorized Representative

Mark Nichols

Signature

7/2/24

Date

Clallam County Prosecuting Attorney's Office

Name of Organization

DBA PROSECUTING ATTORNEY 223 E 4TH ST STE 3 PORT ANGELES, WA 98362

Address of Organization

Certification of Suitability to Interact with Participating Minors

To assist OCVA in monitoring new grant requirements for federal funds, please complete this form to certify that your organization has completed the required background checks for all covered individuals that interact with any minor in the course of activities under your grant (employees paid by the grant, volunteers used as match under the grant, and volunteers supporting grant-covered activities).

Grantees are required to have documentation that the search was conducted, and this should be maintained in accordance with your document retention policies.

Grantee Name: Clallam County Prosecuting Attorney's Office

Grant Number: S25-31101-025

For full list of requirements, Click [Here](#) | [OCVA FAQ is here](#)

Background checks must include:

- Public sex offender and child abuse websites/registries
- Criminal history registries and similar repositories of criminal history records
- An eligible fingerprint search/background check has been completed

If the applicant determines that no minors will be served by staff being directly charged or staff/volunteers used as match for this federally funded grant, the search is not required.

Applicant hereby certifies that the recipient (and any subrecipients) have complied with the above regulations, as applicable.

Signature of Authorized Official

Mark Nichols

Name of Authorized Official

Christi Wojnowski Mark Nichols

Date

7/2/24

Request for Volunteer Requirement Waiver

Current VOCA program guidelines requires that grant recipients must use volunteers as a condition of receiving funds unless the state administrator determines there is a compelling reason to waive this requirement. A "compelling reason" may be a statutory or contractual provision concerning liability or confidentiality of counselor/victim information, which bars using volunteers for certain positions, or the inability to recruit and maintain volunteers after a sustained and aggressive effort.

If an applicant requests a waiver of the volunteer requirement, the section below must be completed providing a compelling reason why the use of volunteers is not feasible for the agency.

I am requesting a waiver for the use of volunteers for my VOCA project/program:

Yes ☒ No ☐

If you are requesting a volunteer waiver, provide detailed explanation for your request in the following section. Waivers may only be requested in the following situations:

1. In the case of statutory or contractual provisions that prohibits the use of volunteers. (Attach a copy of the applicable statute or contract.)
2. In the case of a lack of volunteers. If you list this as a reason for the waiver request, you must document the efforts made to recruit volunteers.

Our agency is requesting a waiver for the following reason/s:

The volunteer requirement would place an undue burden on our program due to:

- *Lack of staff time to screen, interview, and train volunteers.
- *Lack of staff time to supervise volunteers.
- *Limited volunteer opportunities within the Clallam County Prosecuting Attorney's Office due to:
 - *High caseloads,
 - *Limited staff time to guide and supervise volunteers,
 - *Costs due to on-line systems of cases that would require offices to secure a workspace and purchase a license and computer for volunteers.

Subgrant Award Report (SAR)

Complete the information below, this will be used by OCVA to complete the federal Subgrant Award Report (SAR) which collects basic information on subgrant recipients and program activities that will be implemented with VOCA plus match funds.

How to video is here: <https://vimeo.com/365156967>

1. Organization Name: **Clallam County Prosecuting Attorney's Office**
2. VOCA Crime Victim Assistance Funds Awarded in this grant: **\$ 62,230.00**
3. Sub-Grant Number (number assigned to your contract): **S25-31101-025**
4. Budget and Staffing
Indicate below the requested information based on the subrecipient's current fiscal year. Report the total budget available to the victim services program, by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services program. For example, if VOCA funds are awarded to support a victim advocate unit in a prosecutor's office, only report the budget for the victim advocate unit.

Information Requested	Response	Explanation (as required)
A. Total budget for all victimization programs and services	\$203,041	<i>The amount reported is for the current fiscal year. Include the subaward amount for this contract/grant.</i>
B. Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year	State funds: \$ 62,230 Local funds: \$ 124,394 Other federal funds: \$ 16,417 Other non-federal: \$ 0	<i>Identify by source, the amount of funds allocated to the victimization programs/services budget of the subgrantee agency.</i> DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY <i>OTHER FEDERAL includes all federal funding except the subaward amount reported in Question 2.</i>
C. Total number of paid staff for all subgrantee victimization programs and/or services	Total Paid Staff: <i>Enter Whole Number</i> 2	Count each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.
D. Number of staff hours funded through this VOCA award (plus match) for subgrantee's victimization programs and/or services	Number of Hours: 1456	<i>Total COUNT of hours of work by all staff supporting the work of this VOCA subaward plus match.</i>
E. Number of volunteer staff supporting the work of this VOCA award (plus match) for subgrantee's victimization programs and/or services	Volunteer Staff: <i>Enter Whole Number</i> 0	<i>COUNT each volunteer staff once. DO NOT prorate based on FTE.</i>
F. Number of volunteer hours supporting the work of this VOCA award (plus match) for subgrantee's victimization programs and/or services	Number of Hours: 0	<i>Total count of hours of work by all volunteers supporting the work of this VOCA subaward plus match.</i>



DocuSign Contract Review and Routing Form

Office of Crime Victims Advocacy

Reviewed by:	Title:	I verify that I have:	Date:
Lisa Lipssey	Grant Manager	Proofed documents	6/27/2024 7:13 AM PDT
Jodine Honeysett	Section Manager	Matched approved Obligation Summary Memo and Allocation Spreadsheet Reviewed entry and coding in CMS	6/27/2024 7:55 AM PDT
Trisha Smith	Assistant or Managing Director	Correct template from IntraCOM has been used OR Documentation has been included with reason for exception	6/27/2024 12:51 PM PDT

Use if Grant Manager needs to verify Grantee submission before Assistant Director's signature			
Reviewed by:	Title:	I verify that I have:	Date:
	Grant Manager	Checked that Grantee has completed all required certifications and/or forms	

Certificate Of Completion

Envelope Id: DF6B419F9C194A5C804543D6E16A2A64

Status: Sent

Subject: OCVA: SFY 2025 Victim Witness Assistance Grant S25-31101-025

Division:

Community Services and Housing

Program: OCVA

ContractNumber: S25-31101-025

DocumentType: Contract

Source Envelope:

Document Pages: 36

Signatures: 0

Envelope Originator:

Certificate Pages: 5

Initials: 0

Lupe Mendoza

AutoNav: Enabled

1011 Plum Street SE

Envelopeld Stamping: Enabled

MS 42525

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Olympia, WA 98504-2525

lupe.mendoza@commerce.wa.gov

IP Address: 198.239.10.187

Record Tracking

Status: Original

6/26/2024 1:21:53 PM

Holder: Lupe Mendoza

lupe.mendoza@commerce.wa.gov

Location: DocuSign

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Washington State Department of Commerce

Location: DocuSign

Signer Events

Lisa Lipssey

Lisa.Lipsesey@commerce.wa.gov

Washington State Department of Commerce

Security Level: Email, Account Authentication
(None)**Signature****Completed**

Using IP Address: 147.55.134.102

Timestamp

Sent: 6/26/2024 1:41:37 PM

Viewed: 6/27/2024 7:12:47 AM

Signed: 6/27/2024 7:13:31 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Jodine Honeysett

jodine.honeysett@commerce.wa.gov

Security Level: Email, Account Authentication
(None)**Completed**

Using IP Address: 198.238.6.140

Sent: 6/27/2024 7:13:33 AM

Viewed: 6/27/2024 7:55:15 AM

Signed: 6/27/2024 7:55:42 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Trisha Smith

trisha.smith@commerce.wa.gov

AMD

WA State Dept of Commerce

Security Level: Email, Account Authentication
(None)**Completed**

Using IP Address: 198.238.29.32

Sent: 6/27/2024 7:55:45 AM

Viewed: 6/27/2024 12:51:32 PM

Signed: 6/27/2024 12:51:39 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Christi Wojnowski

Christi.wojnowski@clallamcountywa.gov

Security Level: Email, Account Authentication
(None)

Sent: 6/27/2024 12:51:41 PM

Viewed: 7/1/2024 10:41:40 AM

Electronic Record and Signature Disclosure:

Accepted: 7/1/2024 10:41:40 AM

ID: 25893b24-f598-42a6-928c-83e1f8775eb9

Signer Events	Signature	Timestamp
Lisa Lipssey Lisa.Lipseyy@commerce.wa.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Ely Hernandez ely.hernandez@commerce.wa.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/26/2024 1:41:37 PM
Envelope Updated	Security Checked	6/26/2024 2:29:46 PM
Envelope Updated	Security Checked	6/26/2024 2:29:46 PM
Envelope Updated	Security Checked	6/26/2024 2:29:46 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Washington State Department of Commerce (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.15 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Washington State Department of Commerce:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: docusign@commerce.wa.gov

To advise Washington State Department of Commerce of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at docusign@commerce.wa.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Washington State Department of Commerce

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Washington State Department of Commerce

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Washington State Department of Commerce as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Washington State Department of Commerce during the course of your relationship with Washington State Department of Commerce.



AGENDA ITEM SUMMARY

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

Za
JUL 16 2024

Department: Public Works- Roads

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: 07/16/2024**

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

Item summary:

- | | | |
|---|--|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other Bid Award |

Documents exempt from public disclosure attached: ☐

Executive summary:

This item is the recommendation to award the contract for the Sekiu Sewer Main Replacement: Phase I Project. This project includes the replacement of approximately 650 feet of sewer line, in several segments along SR112.

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?** ☐

This item is budgeted as a part of the Capital Improvement Program.

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

We ask that the Commissioners review, approve and authorize the Chair to award the contract to Bruch & Bruch Construction, Inc. of Port Angeles. We also recommend that you authorize execution of the contracts by the Chair once they are received back from the Contractor with all the required documentation.

County Official signature & print name: *Joe Donisi*

Name of Employee/Stakeholder attending meeting: Joe Donisi

Relevant Departments: Public Works

Date submitted: 07/10/2024

- * 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 Template
Revised: 3-04-2019

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



Clallam County Public Works Department

223 E. Fourth St., Suite 6

Port Angeles, WA 98362-3000

360-417-2379 Fax: 360-417-2513 E-mail: web_roads@co.clallam.wa.us

July 10, 2024

Honorable Board of Clallam County Commissioners
Clallam County Courthouse
223 E. Fourth St., Suite 4
Port Angeles, WA 98362

Re: Bid Award – Sekiu Sewer Main Replacement Project- Phase I

Commissioners:

Yesterday, the Board of Commissioners opened bids for the Sekiu Sewer Main Replacement Project- Phase I. The lowest responsible bidder for this project was Bruch & Bruch Construction, Inc. of Port Angeles, Washington. A bid tabulation sheet is attached showing the results of that bid opening.

We recommend award of this contract to Bruch & Bruch Construction, Inc. at their total bid price of \$1,117,623.78, including tax. We also recommend that you authorize execution of the contracts by the Chair of the Board once the Contractor has approved and signed the contracts and returned them with the required proof of insurance and U.B.I. certification.

Thank you for your consideration regarding this matter.

Sincerely,

A handwritten signature in blue ink that reads "Joe Donisi, P.E.".

Joe Donisi, P.E.

County Engineer & Deputy Public Works Director

() APPROVED

() DISAPPROVED

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Date: _____



49
JUL 16 2024

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 7-8-24**

REGULAR AGENDA ☒ **Meeting Date: 7-16-24**

Item summary:

- | | |
|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # |
| ☒ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other |

Executive summary:

RCW 42.17A.555 permits the members of an elected legislative body to express a collective decision to support a ballot proposition. The Clallam County Board of Commissioners has complied with the procedural requirements of that statute and wishes to express a collective decision in support of a ballot proposition.

Clallam County Public Hospital District No. 2 (dba Olympic Medical Center) has placed a levy lid on the ballot, hospital proposition 1, which is necessary to support the viability of 24/7/365 hospital operations, help keep critically needed services local and reinforce the ability to recruit and retain a quality workforce to Clallam County. If passed, hospital proposition 1 will result in a levy rate starting in 2024 of .75 cents per \$1,000 assessed property valuation for a total annual levy amount of approximately \$12 million.

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 a Resolution establishing a position in support of Proposition I Olympic Medical Center Public Hospital District No. 2 Levy Lid Lift for Health Care Services.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Darryl Wolfe – Olympic

Date submitted: 7-1-24

* 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)



RESOLUTION _____, 2024

ESTABLISHING A POSITION IN SUPPORT OF PROPOSITION 1
OLYMPIC MEDICAL CENTER PUBLIC HOSPITAL DISTRICT NO. 2
LEVY LID LIFT FOR HEALTH CARE SERVICES

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. RCW 42.17A.555 permits the members of an elected legislative body to express a collective decision to support a ballot proposition.
2. The Clallam County Board of Commissioners has complied with the procedural requirements of that statute and wishes to express a collective decision in support of a ballot proposition.
3. Clallam County Public Hospital District No. 2 (dba Olympic Medical Center) has placed a levy lid on the ballot, hospital proposition 1, which is necessary to support the viability of 24/7/365 hospital operations, help keep critically needed services local and reinforce the ability to recruit and retain a quality workforce to Clallam County.
4. The current levy provides 2% of Olympic Medical Center's operating budget and is the community's share of the cost of providing medical care that meets the community needs.
5. If passed, hospital proposition 1 will result in a levy rate starting in 2024 of .75 cents per \$1,000 assessed property valuation for a total annual levy amount of approximately \$12 million.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. Establish a position in support of Proposition 1 – Olympic Medical Center Public Hospital District No. 2 Levy Lid Lift for Health Care Services.

PASSED AND ADOPTED this 16th day of July 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, MMC, Clerk of the Board

Presented by:
Darryl Wolfe, CEO



OLYMPIC
MEDICAL CENTER

Healthcare is on the ballot

olympicmedical.org

OMC is a public hospital

Locally owned by the community and governed by elected officials

- Created by communities to fill the gaps in what the community needs for health care
- Public hospitals like OMC mostly rely on revenue from providing healthcare services (like many other hospitals), but the tax base helps bridge gaps and keep basic and critical services local



OMC is a public hospital

Locally owned by the community and governed by elected officials

- Services have been developed to meet the demands of our specific community
- Caring for the most vulnerable in our community is an important part of what we do



Essential services that save lives

OMC provides crucial hospital services 24/7/365



- We provide medical care for patients regardless of ability to pay
- Our 20-room ER managed 26,200 ER visits in 2023
- We managed 591 trauma level cases thanks to our 24/7 access to general surgery, orthopedics, diagnostic imaging and more
- 398 births in our labor and delivery in 2023
- We average about 40 patients in the hospital daily

Healthcare close to home

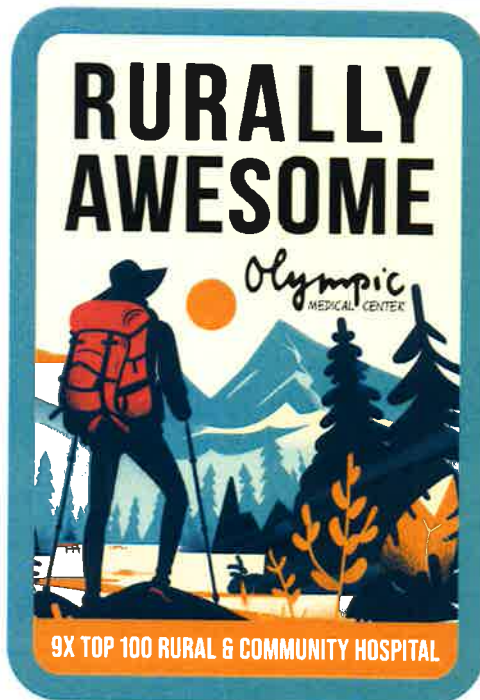
The best care is often local care



- Locally accessible care best is crucial for seniors and our most vulnerable populations
- Independent providers, such as stand-alone surgery and imaging centers, can provide value; however, they can control their payer mix to manage their profits. Most accept minimal Medicaid volumes (if at all), for example.
- Rural healthcare is an ecosystem

Employees are our greatest assets

We have great healthcare workers who provide excellent care



- 1,550 employees care for you
- Reasonable and competitive wages, as well as stability, are crucial to the retention and recruitment of a quality workforce
- As the largest employer in Clallam County, OMC is a critical economic force in addition to being the anchor of our local health care system

Proposition 1

If passed, Prop 1 supports the viability of 24/7/365 essential services and more

- **Public Hospital District No. 2 operations levy**

- The current levy provided \$4.9 million to OMC in 2023
- Last levy lift in 2008

- **Proposition 1**

- If passed, hospital proposition 1 will support the viability of 24/7/365 essential services, help keep critically needed services local, reinforce our ability to recruit and retain our quality workforce, and give us flexibility and options for *meeting future health care needs of the community*.

** The Commission of Public Hospital District No. 2, Clallam County, Washington (Olympic Medical Center) adopted Resolution No. 556 concerning the district's regular property tax levy. If approved, this proposition would provide additional operating and capital funds for hospital and other health care services. It authorizes a maximum regular property levy rate for collection in 2025 of 75 cents per \$1,000 of assessed value.



Proposition 1

(cont.)

- If passed, the levy will provide an estimated \$12 million to support essential health care services at Olympic Medical Center, including labor and delivery, trauma and emergency services, and intensive hospital care

Thank you



Recent additions

Newer members of our provider team

- **Orthopedics trauma care:** Adam Cota, MD
- **Walk-in Clinic:** Julianne Knezovich, PA-C & Emily Pulte, PA-C
- **Primary care:** Erica Lena, ARNP
- **Wound care:** Richard Standaert, MD
- **Cancer care:** Charene Alderman, ARNP
- **Cardiology:** Zina Hajduczuk, MD [“Hi-due-check”]
- **Midwifery:** Jacqueline Clubine, ARNP, CNM

Look who's coming to OMC

A peek at our new providers

- **Cancer care:** Lesley Cruz, DNP (July)
- **Orthopedics:** Sara Heck, PA-C (August)
- **Urology:** Timothy Hewitt, MD and Laurel Mast, MD (September)
- **Primary Care:** Matthew Sturm, MD (October)
- **OB/Gyn:** Emily Walle, DO (Mid-2025)



**PUBLIC HOSPITAL DISTRICT NO. 2
CLALLAM COUNTY, WASHINGTON**

RESOLUTION NO. 556

A RESOLUTION of the Commission of Public Hospital District No. 2, Clallam County, Washington (Olympic Medical Center), relating to regular property taxes; providing for the submission to the qualified electors of the District at a special election to be held on August 6, 2024, of a proposition authorizing the District to levy regular property taxes in excess of the limitations imposed by chapter 84.55 RCW; setting forth the text of the ballot proposition; directing proper District officials to take necessary actions; and providing for other properly related matters.

BE IT RESOLVED BY THE COMMISSION OF PUBLIC HOSPITAL DISTRICT NO. 2, CLALLAM COUNTY, WASHINGTON (Olympic Medical Center), as follows:

Section 1. Findings. The Commission (the "Commission") of Public Hospital District No. 2, Clallam County, Washington (Olympic Medical Center) (the "District"), hereby makes the following findings and determinations:

(a) Under the provisions of RCW 70.44.060, public hospital districts are authorized to levy regular property taxes at a rate of up to 75 cents per \$1,000 of assessed value for purposes of operating and maintaining the hospital and health care facilities and services of the public hospital district.

(b) In 2024, the District levied regular property taxes at the rate of 31.7 cents per \$1000 of assessed value.

(c) RCW 84.55.010 and RCW 84.55.092 provide that the levy for a taxing district in any year shall be set so that the regular property taxes payable in the following year shall not exceed the "limit factor" multiplied by the amount of regular property taxes lawfully levied for such district in the highest of the three most recent years in which such taxes were levied for such district, or the highest amount that could have been levied in any year since 1985, plus an additional dollar amount calculated by multiplying the increase in assessed value in that district resulting from (i) new construction, (ii) increases in assessed value due to construction of wind turbine, solar, biomass, and geothermal facilities, (iii) improvements to property, and (iv) any increase in the assessed value of state-assessed property by the regular property tax levy rate of that district for the preceding year.

(d) RCW 84.55.005 provides that the limit factor for taxing districts with a population of less than 10,000 in the calendar year prior to the assessment year is 101% and for taxing districts with a population equal to or greater than 10,000 is the lesser of 101% or one hundred percent plus inflation unless an increase greater than this limit is approved by the voters of the district at an election provided by RCW 84.55.050.

(e) Because the District's current levy rate is below its statutory maximum of 75 cents, an increase in the levy rate to 75 cents requires voter approval pursuant to the provisions of 84.55.050(1).

(f) The Commission has determined that it is necessary and in the best interest of the residents of the District to seek voter approval for a regular property tax levy to provide additional operating and capital funds to support the delivery of hospital and other health care services to the District's residents and other persons served by the District.

(g) The Commission has determined that it is essential and necessary for the public health, safety, and welfare of the District residents that the District levy a regular property tax at a rate of 75 cents per \$1000 of assessed value beginning in 2025.

Section 2. Calling of Election. The Commission finds that it is in the best interests of the District to submit to the qualified voters of the District, at a special election on August 6, 2024, a proposition authorizing the District to levy regular property taxes in 2024 for collection in 2025 by an amount greater than otherwise permitted under chapter 84.55 RCW and to use the dollar amount of such levy in 2025 for the purpose of computing limitations for the District's levies in subsequent years. If this proposition is approved, the Commission will be authorized to adopt, in accordance with its regular budget process, a regular property tax levy as described in Section 3.

Section 3. Description of Ballot Proposition. The Commission seeks voter approval under RCW 84.55.050(1) for a levy lid lift, as follows:

(a) Maximum Levy Rate Authorized for Levy in 2024 and Collection in 2025. The proposition would authorize a maximum total regular levy rate of 75 cents per \$1,000 of assessed value for levy in 2024 and collection in 2025.

(b) Increase Authorized in Future Years. The dollar amount of the maximum allowable levy under chapter 84.55 RCW levied in 2024 for collection in 2025 shall be used for the purpose of computing the limitations on levies in subsequent years under chapter 84.55 RCW.

Section 4. Ballot Proposition. Pursuant to RCW 29A.36.071, the Clallam County Prosecuting Attorney is requested to prepare the concise description of the aforesaid proposition in the form of a ballot title in substantially the following form:

PUBLIC HOSPITAL DISTRICT NO. 2
CLALLAM COUNTY, WASHINGTON (OLYMPIC MEDICAL CENTER)
PROPOSITION NO. 1

LEVY LID LIFT FOR HEALTH CARE SERVICES

The Commission of Public Hospital District No. 2, Clallam County, Washington (Olympic Medical Center) adopted Resolution No. 556 concerning the district's regular property tax levy. If approved, this proposition would provide additional operating and capital funds for hospital and other health care services. It authorizes a maximum regular property levy rate for collection in 2025 of 75 cents per \$1,000 of assessed value. The 2025 levy amount will be used for the purpose of computing the limitations for levies in subsequent years. Should this proposition be:

APPROVED ☐

REJECTED ☐

Section 5. Filing with Auditor. The Superintendent of the District, or his designee, is authorized and directed (a) to present a certified copy of this resolution to the Auditors of Clallam County, Washington, on or before May 3, 2024, and (b) to perform such other duties as are necessary or required by law to submit to the District's voters at the aforesaid election, for their approval or rejection, the proposition of whether or not the District should increase the levy rate as herein provided.

Section 7. Notices. For purposes of receiving notice of the exact language of the ballot title required by RCW 29A.36.080, the Commission hereby designates: (a) Darryl Wolfe, Chief Executive Officer (360-417-7705, dwolfe@olympicmedical.org); and (b) legal counsel, Foster Garvey PC (Brad Berg, 206-447-8970, brad.berg@foster.com) as the individuals to whom such notice should be provided. The chief executive officer of the District and President of the Commission are each authorized individually to approve changes to the ballot title, if any, deemed necessary by the Clallam County Auditor or the Clallam County Prosecuting Attorney.

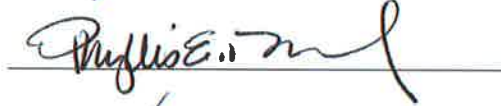
Section 6. Severability. If any provision of this resolution shall be declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be separable from the remaining provisions of this resolution and shall in no way affect the validity of the other provisions of this resolution, or of the levy or collection of the taxes.

Section 8. Effective Date. This resolution shall become effective immediately upon its adoption.

ADOPTED and APPROVED by the Commission of Public Hospital District No. 2, Clallam County, Washington, at a regular open public meeting thereof of which due notice was given as provided by law this 1st day of May 2024, the following Commissioners being present and voting.



President and Commissioner



Secretary and Commissioner



CERTIFICATION

I, the undersigned, Secretary of the Commission of Public Hospital District No. 2, Clallam County, Washington (the "District"), hereby certify as follows:

1. The attached copy of Resolution No. 556 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at a regular open meeting of the Commission of the District held at the regular meeting place thereof on May 1, 2024, as that resolution appears on the minute book of the District; and

2. A quorum of the members of the Commission was present throughout the meeting and a majority of those members present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 1st day of May, 2024.

PUBLIC HOSPITAL DISTRICT NO. 2,
CLALLAM COUNTY, WASHINGTON



Secretary of the Commission

ga

1111 1 6 2024



AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ Meeting Date: 7-15-24

REGULAR AGENDA ☒ Meeting Date: 7-16-24

Required originals approved and attached? ☐

Will be provided on:

Item summary:

- | | | |
|---|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other - Notice |

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget revisions on July 30, 2024.

Budget revisions – Transfer 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.

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?** ☐

See attached form(s).

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

Approve the attached notice – Budget revisions.

County Official signature & print name:  Eleanor Hill

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

* 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 Revisions 7-16-24-
 Revised: 3-04-2019



NOTICE OF BUDGET REVISION MEETING

Notice is hereby given Clallam County will consider by Resolution of the Board the budget revision shown below on July 30, 2024 at 10 a.m. in the Commissioners' Meeting Room (160), Clallam County Courthouse.

HHS – Environmental Health – The budget is being revised to reallocate funding from the Laboratory Supplies line to the capital Machinery and Equipment line for the purchase of replacement laboratory equipment/\$6,000

Non-Dept – Hotel/Motel Tax – Reallocation of funds per Resolution 40, 2024, Board-approved lodging tax applications/\$675,804.65

A copy of the budget change forms may be reviewed at the office of the Board of County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Date: July 16, 2024

Mike French, Chair

Publish: July 20 and 27

Bill: Commissioners' Office

c: Budget Director
Department(s)
Treasurer

JUN 21 2024



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 6-20-24

Budget Hearing/Meeting Date: 7-30-24

- **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
- X **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 ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS ✓	56252.31.0075 ✓	Laboratory Supplies ✓	6,000 ✓
Total				6,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS ✓	59462.64.0010 ✓	Machinery & Equipment ✓	6,000 ✓
Total				6,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The budget is being revised to reallocate funding from the laboratory supplies line to the capital machinery & equipment line for the purchase of replacement laboratory equipment.

County Official Approval: _____

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

etie
[Signature]

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CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 6/6/2024 ✓

Budget Hearing/Meeting Date: 7/30/2024 ✓

- **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
- XX **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.	19925.291 ✓	Budget Name	NonDept – Hotel/Motel Tax ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0230 ✓	Unanticipated Projects ✓	675,804.65
Total				675,804.65 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0168 ✓	Clallam Transit System ✓	15,600 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0178 ✓	Washington Festival and Events ✓	157,500 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0164 ✓	Olympic Theater Arts ✓	14,209.65 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0174 ✓	Peninsula Trails Coalition ✓	49,500 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0169 ✓	Clallam Bay/Seki Visitors' Center ✓	15,000 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0166 ✓	Olympic Peninsula Fungus Festival ✓	12,500 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0179 ✓	StormKing FC ✓	41,600 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.41.5120 ✓	Public Works ✓	84,400 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0163 ✓	City of Forks ✓	15,000 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0167 ✓	Port Angeles Fine Arts ✓	15,000 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.41.5110 ✓	Parks/Fair/Facilities ✓	75,000 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.41.0118 ✓	Feiro Marine Life Center ✓	29,495 ✓

19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0176 ✓	Port Angeles Waterfront Center ✓	100,000 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0160 ✓	PA Chamber of Commerce ✓	30,000 ✓
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0177 ✓	Port Angeles Youth Basketball ✓	21,000 ✓
Total				675,804.65

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Reallocation of Funds for Resolution 40, 2024 Board-approved Lodging Tax applications

County Official Approval: _____

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

E Hill
M

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AGENDA ITEM SUMMARY

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

50
JUL 16 2024

Department: BOCC

WORK SESSION ☒ Meeting Date: 7/15/24

REGULAR AGENDA ☒ Meeting Date: 7/16/24

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|---|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ 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 July 30, 2024.
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?** ☐
See attached form(s).

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve the attached notice of supplemental appropriations.

County Official signature & print name:  Eleanor Hill

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

* 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 Supplementals 7-16-24-
Revised: 3-04-2019



NOTICE OF SUPPLEMENTAL APPROPRIATIONS BUDGET MEETING

Notice is hereby given Clallam County will consider by Resolution of the Board, the supplemental budget appropriations in the following funds pursuant to RCW 36.40.100, at 10 a.m. on July 30, 2024 in the Commissioners' Meeting Room (160) of the Clallam County Courthouse.

Sheriff – Operations –

- A grant from Washington State Criminal Justice Training Commission will be utilized for a consultant and minor exercise equipment to increase deputy wellness program/\$20,000
- A grant has been awarded by WASPC in support of a field response effort to identify and direct civilians undergoing mental distress to appropriate sources. Olympic Peninsula Community Clinic will provide the coordination and resources to fulfill this mission /\$629,566

Sheriff – Emergency Services – Clallam County was awarded \$125,000 from the USDA's Community Wildfire Defense program to update our wildfire protection plan, last revised in 2009. A fund match will be met by staff time from the County and Fire District for planning, outreach, and steering committee involvement/\$125,000

Sheriff – OPNET Drug – Clallam County's OPNET task force was awarded \$150,000 by WA State for the period of 7/1/24 – 6/30/25, to continue their ongoing efforts against our narcotics crisis/\$75,000

Sheriff – Jail –

- Clallam County Correctional Facility is awarded up to 2.25 million dollars of funding, half of which will be received into the General Fund balance in December 2024. This funding is to establish staffing, procedures, and infrastructure necessary for the Medicaid billing of inmate healthcare/\$1,125,000
- 4Sight monitoring bracelets that will give real-time health metrics and sound an alarm if parameters are critical, funded by County's Risk Pool/\$24,687

Copies of the budget change forms may be viewed at the office of the Board of Clallam County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Date: July 16, 2024

Mike French, Chair

Publish: July 20, 2024

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 7/1/24 ✓

Budget Hearing/Meeting Date: 7/30/24 ✓

- ☒ **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.	00100.811 ✓	Budget Name	Sheriff – Operations ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations ✓	33401.10.0000	WSCJTC Wellness Grant ✓	20,000 ✓
Total				20,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations ✓	52122.41.0020 ✓	Professional Services ✓	18,400 ✓
00100.811 ✓	Sheriff – Operations ✓	52122.35.0010	Small Tools and Equipment MINOR	1,600 ✓
Total				20,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

A grant award from Washington State Criminal Justice Training Commission for \$20,000 will be utilized by the Sheriff's Office for a consultant (\$18,400) and minor exercise equipment (\$1,600) to increase our deputy wellness program. This consultant will teach classes and work individually with employees on developing goals and strategies to increase their overall wellness, and the equipment will support physical fitness plans. This funding will be reimbursement based and has no match required.

County Official Approval: _____
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

Effie
65

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 7/3/24 ✓

Budget Hearing/Meeting Date: 7/30/24 ✓

- ☒ **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.	00100.811 ✓	Budget Name	Sheriff – Operations ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations ✓	33401.70.0000 ✓ 33406.90.0015	WASPC Mental Health Field Response Grant ✓	629,566 ✓
Total				629,566 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations ✓	56400.41.0127 ✓	Contract Services ✓	629,566 ✓
Total				629,566 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Funding not to exceed \$629,566 has been awarded by WASPC in support of a field response effort to identify and direct civilians undergoing mental distress to appropriate resources. These individuals frequently require law enforcement intervention and possibly arrest if they become a danger to themselves or other, but proactive identification of their needs and coordination with resources should prevent their condition from deterioration. Olympic Peninsula Community Clinic will provide the coordination and resources to fulfill this mission, utilizing our law enforcement contacts to help identify and refer individuals in need of services.

County Official Approval: [Signature]
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

[Signature]
66

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 7/3/24

Budget Hearing/Meeting Date: 7/30/24

- ☒ **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.	00100.817 ✓	Budget Name	Sheriff – Emergency Services ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.817 ✓	Sheriff – Emergency Services ✓	33310.72.0000 ✓	Community Wildfire Defense Grant ✓	125,000 ✓
Total				125,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.817 ✓	Sheriff – Emergency Services ✓	52510.41.0020	Professional Services ✓	125,000 ✓
Total				125,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Clallam County was awarded \$125,000 from the USDA's Community Wildfire Defense program to update our wildfire protection plan, last revised in 2009. An RFQ for qualified consultants capable of creating this plan was used, and a winning bid selected for work starting this fall 2024. A fund match is required and will be met by staff time from the County and Fire District for planning, outreach, and steering committee involvement.

County Official Approval: _____
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

EHill
[Signature]

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 07/3/24 Budget Hearing/Meeting Date: 07/30/24

- X 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.	11008.811	Budget Name	Sheriff – OPNET Drug
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11008.811	Sheriff – OPNET Drug	33404.20.0041	Multijurisdictional Task Force	75,000
Total				75,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11008.811	Sheriff – OPNET Drug	50800.00.0000	Ending Fund Balance	75,000
Total				75,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Washington State appropriated funding for drug task forces around the state to continue their on-going efforts against our narcotics crisis. This funding replaces the pass through Byrne-JAG grant funding the task forces previously received. Clallam County's OPNET task force was awarded \$150,000 for the period of 7/1/24 – 6/30/25, so the first half will be spent this year and the 2nd half incorporated into the 2025 budget.

County Official Approval: [Signature]
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

[Signature]

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 7/3/24 ✓

Budget Hearing/Meeting Date: 7/30/24 ✓

- ☒ **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.	00100.815 ✓	Budget Name	Sheriff – Jail ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	33293.30.0000	HCA Reentry Demonstration Initiative ✓	1,125,000 ✓
Total				1,125,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff – Jail ✓	52360.10.0010 ✓	Regular Time ✓	25,000 ✓
00100.815 ✓	Sheriff – Jail ✓	52360.20.0000 ✓	Benefits ✓	20,700 ✓
00100.815 ✓	Sheriff – Jail ✓	50800.00.0000 ✓	Ending Fund Balance ✓	1,079,300
Total				1,125,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Clallam County Correctional Facility is awarded up to 2.25 million dollars of funding to establish the staffing, procedures, and infrastructure necessary for Medicaid billing of inmate healthcare. We will receive the first \$1,125,000 in December 2024 into our general fund balance. This will reimburse the staff time already spent by a coordinator for the project, as well as for future costs during 2025. Additional portions of the award will be released at future dates dependent on project milestones.

County Official Approval: _____
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

Efflu

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 060324 ✓

Budget Hearing/Meeting Date: 073024 ✓

- ☒ **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.	00100.815 ✓	Budget Name	Sheriff – Jail ✓
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REVENUE/SOURCE

BUDGET NUMBER XXXXX.XXX.	DEPT NAME	BARS NUMBER XXXXX.XX.XXXX	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	36991.00.0041 ✓	Risk Pool 4Sight Labs Reimbursement ✓	24,687 ✓
Total				24,687 ✓

EXPENDITURES

BUDGET NUMBER XXXXX.XXX.	DEPT NAME	BARS NUMBER XXXXX.XX.XXXX	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff – Jail ✓	59423.64.0010 ✓	Machinery and Equipment ✓	24,687 ✓
Total				24,687 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To enhance our ability to monitor the health of inmates designated as "at risk" of medical or mental crisis situations, the County's Risk Pool agreed to fund the purchase of 7 monitoring bracelets that will give real-time health metrics and sound an alarm if parameters are critical. These will be used in addition to the current procedure of frequent in-person observations by deputies. The first year of the contract includes the equipment, training, and software licenses, with software license costs on-going through years 2 and 3 of the contract.

County Official Approval: E. M. [Signature]
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

E.H.U.
[Signature]



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JUL 16 2024

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ Meeting Date: 7/15/24

REGULAR AGENDA ☒ Meeting Date: 7/16/24

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|---|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ 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 July 30, 2024

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?** ☐
See attached forms.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve the attached notice of debatable emergencies.

County Official signature & print name:  Eleanor Hill

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

* 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 7-16-24-
Revised: 3-04-2019



BUDGET RESOLUTION _____, 2024

CALL FOR HEARING FOR DEBATABLE EMERGENCIES IN THE FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.140, the following facts constitute a public emergency that could not reasonably have been foreseen at the time of making the budget:

Public Works – Equipment Rental and Revolving – Fairground front mower FG173, which was scheduled for replacement in 2025, must be replaced now due to serious engine issues/\$20,000

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. A public hearing on the debatable emergencies listed above will be held July 30, 2024 at 10:30 a.m. in Room 160 of the Clallam County Courthouse.
2. A copy of the budget change forms may be viewed at the office of the Board of Clallam County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

PASSED AND ADOPTED this 16th day of July 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, MMC, Clerk of the Board

Publish: July 20 and 27, 2024

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 06.06.24 ✓

Budget Hearing/Meeting Date: 07.30.24 ✓

— **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.	50301.611 ✓	Budget Name	Public Works – Equipment Rental and Revolving ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
50301.611 ✓	PW – ER&R ✓	50800.00.0000 ✓	Ending Fund Balance ✓	\$20,000 ✓
Total				\$20,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
50301.611 ✓	PW – ER&R ✓	59418.64.7777 ✓	PW Capital Other Improvements	\$20,000
Total				\$20,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Fairground front mower FG173, which was scheduled for replacement in 2025, must be replaced now due to serious engine issues. Parks does not need to contribute towards the replacement cost as FG173 has enough replacement value banked.

County Official Approval: Joe Donisi
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

Eti

[Signature]

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