

KING COUNTY

Signature Report

Ordinance 19780

Proposed No. 2023-0374.2 **Sponsors** Zahilay 1 AN ORDINANCE relating to the veterans, seniors, 2 and human services levy advisory board; and 3 amending Ordinance 18792, Section 1, as amended, 4 and K.C.C. 2A.300.540. 5 STATEMENT OF FACTS: 6 1. In July 2017, Ordinance 18555 placed a six-year veterans, seniors, and 7 human services levy on the general ballot. King County voters approved 8 the 2018-2023 veterans, seniors, and human services levy in November 9 2017 to plan, provide, administer, and evaluate a wide range of regional 10 health and human services and capital facilities for veterans and military 11 servicemembers and their respective families, seniors and their caregivers, 12 and vulnerable populations. 13 2. In 2018, Ordinance 18722 adopted the Veterans, Seniors, and Human Services Levy Governance Plan which created and prescribed the 14 15 composition and duties of the board to oversee the expenditure of the 16 veterans, seniors, and human services levy proceeds. 17 3. In 2018, Ordinance 18792 adopted and established the veterans, 18 seniors, and human services levy advisory board described in the 19 Veterans, Seniors, and Human Services Levy Governance Plan, to oversee 20 the distribution of the veterans, seniors, and human services levy proceeds

consistent with subsections 4.A and B. of Ordinance 18555. K.C.C.
2A.300.540 codified Ordinance 18792 and will expire on July 1, 2025.
4. In 2023, Ordinance 19604 placed a renewal of the veterans, seniors,
and human services levy on the ballot. King County voters approved the
renewal in August 2023 by seventy-one percent to fund regional health
and human services and capital facilities for veterans and military
servicemembers and their respective families, seniors and their caregivers,
and resilient populations, for 2024-2029. The ordinance also requires the
continuation of the veterans, seniors, and human services levy advisory
board to serve in its capacity in accordance with K.C.C. 2A.300.540, and
for the levy's required implementation plan to make recommendations for
any refinements to the levy's governance. The ordinance also updated
several terms reflected in K.C.C. 2A.300.540.
5. On August 17, 2023, the King County veterans advisory board
reviewed and consulted on the structure and separation of the veterans
advisory board and the veterans, seniors, and human services levy
advisory board veterans committee.
6. On October 12, 2023, the Executive transmitted the 2024-2029
Veterans, Seniors, and Human Services Levy Implementation Plan to
guide implementation of the 2024-2029 veterans, seniors, and human
services levy. The adopted plan, adopted in Ordinance 19719, includes
recommendations for refinements to the veterans, seniors, and human
services levy advisory board specified in K.C.C. 2A.300.540.

44	BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:
45	SECTION 1. Ordinance 18792, Section 1, and K.C.C.2A.300.540 are
46	hereby amended as follows:
47	A. The definitions in this subsection apply throughout this section unless
48	the context clearly requires otherwise.
49	1. "Caregiver" means a person ((who, without pay, cares for or
50	supervises another person who requires such care or supervision due to disability,
51	chronic illness or , in the case of a senior, age related decline. Government-
52	provided benefits or financial assistance provided directly to a person for being a
53	caregiver are not considered "pay" for this definition)) who cares for or supervises
54	another person who requires care or supervision due to disability, chronic illness
55	or a need for support in activities of daily living. "Caregiver" includes individuals
56	providing care for a family member or someone with whom they have an ongoing
57	personal relationship independent of their caregiver roles.
58	2. "Military servicemember" means a person who is serving as either an
59	active duty, national guard member or a reservist member of the ((U.S. Army,
60	Navy, Marines, Air Force or Coast Guard, or in the National Guard)) United
61	States armed forces;
62	3. "Priority populations" means veterans and military servicemembers
63	and their respective families, seniors and their caregivers, and resilient
64	communities.
65	4. "Regional health and human services" means a wide range of those
66	services, programs, operations and capital facilities that promote outcomes

relating to healthy living, housing stability, financial stability, social engagement,
service system improvement and service system access to meet basic human
needs and promote healthy living and healthy communities, consistent with
Ordinance 18555, Ordinance 19604, or any successive levy ordinances, unless
otherwise required by ordinance.
5. "Regional impact initiatives" means those regional health and human
services that provide or support responses to issues that affect all three of this
levy's priority populations and which regional health and human services can help
address such as, but not limited to, nonprofit health and human services workforce
stability, language access, responding to the regional homelessness crisis or
addressing community safety.
6. "Resilient communities" means persons or communities that are
susceptible to reduced health, housing, financial or social stability outcomes due
to systemic and historical exposure to trauma, violence, poverty, isolation, bias,
racism, stigma, discrimination, disability or chronic illness. Examples of resilient
communities include but are not limited to: communities of color; immigrant and
refugee communities; persons with disabilities; survivors of domestic violence
and other gender-based violence; persons who identify as lesbian, gay, bisexual,
transgender, queer, questioning, intersex or asexual; and survivors of human
trafficking.
((5.)) 7. "Senior" means a person who is at least fifty-five years old.
((4.)) 8. "Technical assistance and capacity building" means ((assisting
small organizations, partnerships and groups to enable those entities to provide

regional health and human services and capital facilities funded by the levy
proceeds. "Technical assistance and capacity building" may include, but is not
limited to, providing or funding legal, accounting, human resources and
leadership development services and support.)) assistance for providers of
regional health and human services responding to requests for proposals or
assistance to implement, improve, or expand their delivery of regional health and
human services in King County.
((5.)) 9. "Veteran" means a person who has served as either an active
duty, national guard member or a reservist member of the ((U.S. Army, Navy,
Marines, Air Force or Coast Guard, or in the National Guard)) <u>United States</u>
armed forces.
((6.)) 10. "Veterans, seniors, and human services levy" means the
((levy)) <u>levies</u> approved <u>in 2017 and 2023</u> in accordance with Ordinance 18555,
Ordinance 19604, and any successive levies, unless otherwise required by
ordinance.
((7. "Vulnerable populations" means persons or communities that are
susceptible to reduced health, housing, financial or social stability outcomes
because of current experience of or historical exposure to trauma, violence,
poverty, isolation, bias, racism, stigma, discrimination, disability or chronic
illness. "Vulnerable populations" include, but are not limited to: survivors of
domestic violence; survivors of sexual assault; survivors of human trafficking,
including labor trafficking and sex trafficking; survivors of commercial sexual
exploitation: persons who identify as leshian, gay, hisexual, transgender, queer or

intersex; persons with a disability; African Americans and other persons of color
who have been disproportionately impacted by policies and practices resulting in
housing instability or housing insecurity; family caregivers for persons with a
disability; immigrants and refugees; low-income residents of rural communities;
persons living in poverty; persons at risk of or experiencing homelessness; youth
involved in the child welfare system, including youth in the foster care system,
and young adult alumni of the child welfare system; minors who have been
separated from both parents and other relatives and are not being cared for by an
adult who, by law or custom, is responsible for doing so; persons reentering
society from criminal justice system involvement; and persons at risk of criminal
justice system involvement due to disproportionate practices of enforcement,
mental illness or substance use disorders.))
B. As required by Section 6.A. of Attachment A to Ordinance 18722, the
veterans, seniors, and human services advisory board is created.
C.1. The board shall consist of thirty members. The executive shall
appoint the members of the board in accordance with this section and subject to
confirmation by the council in accordance with K.C.C. 2.28.002. Members shall
be appointed to three year terms, except as provided in subsection C.4. of this
section. Elected officials are ineligible for board membership while they hold
office. All board members shall reside in King County. The board shall be
constituted in a committee format, with three ten-member committees:
a. the veterans committee, which shall ((also constitute the entirety of
King County's veterans advisory board required by chapter 73.08 RCW. In

137

138

139

140

141

142

143

144

145

146

147

148

149

150

151

152

153

154

155

156

157

158

accordance with RCW 73.08.035, nominees to serve on the veterans committee shall be solicited by the council from either the local branches of nationally recognized veterans' service organizations or the veterans' community at large, or both. Lists of nominees received by the council shall be provided to the executive who shall provide such lists to the city of Seattle and the Sound Cities Association for their consideration in nominating, in accordance with this section, persons to serve on the veterans committee. Members of the veterans committee must be veterans as defined in RCW 73.08.005(5) and no fewer than amajority of the veterans committee members shall be members from nationally recognized veterans' service organizations)) be comprised of veterans; b. the seniors committee, which shall be comprised of seniors, caregivers for seniors, or other community members with relevant expertise or experience serving seniors or their caregivers. At least a majority of the members serving on the seniors committee shall be at least fifty-five years old; and c. the ((vulnerable populations)) resilient communities committee, which shall be comprised of individuals who are members of a ((vulnerable population)) resilient community or other community members with relevant expertise or experience serving ((vulnerable populations)) resilient communities. A potential ((vulnerable populations)) resilient communities committee member's contribution to the committee's representativeness of the diversity of ((vulnerable populations)) resilient communities in King County shall be considered in selecting a potential ((vulnerable populations)) resilient communities committee member for nomination or appointment.

2.a. The King County council shall hollimate to the executive for
appointment to the board eighteen eligible persons. Six of the persons shall be
nominated to serve on the veterans committee, six of the persons shall be
nominated to serve on the seniors committee, and six of the persons shall be
nominated to serve on the ((vulnerable populations)) resilient communities
committee. Of the persons nominated by the council, each councilmember shall
nominate for appointment two persons ((who reside in the member's council
district)). Nominations by the council for appointment to serve on the initial
board shall include: a ((resident)) nominee from each of council districts one,
two, three, seven, eight, and nine to serve on the initial veterans committee; a
((resident)) nominee from each of council districts three, four, five, six, seven,
and eight to serve on the initial seniors committee; and a ((resident)) nominee
from each of council districts one, two, four, five, six, and nine to serve on the
initial ((vulnerable populations)) resilient communities committee. When at least
one council-nominated position on all of the board's committees becomes
available, meaning the incumbent has served two terms on the board, is not
nominated by council to serve an additional term on the board or declines
nomination by council to serve an additional term on the board, the council may
pass a motion to direct council district rotation for the council nominations for
appointment to the available positions on the board's committees;
b. The city of Seattle shall nominate to the executive for appointment to

the board three eligible persons, one to serve on the veterans committee, one to

181	serve on the seniors committee, and one to serve on the ((vulnerable populations))
182	resilient communities committee;
183	c. The Sound Cities Association, or its successor, shall nominate to the
184	executive for appointment to the board three eligible persons, one to serve on the
185	veterans committee, one to serve on the seniors committee, and one to serve on
186	the ((vulnerable populations)) resilient communities committee; and
187	d. The Seattle-King County Advisory Council for Aging and Disability
188	Services, or its successor, shall nominate to the executive for appointment to the
189	board two eligible persons to serve on the seniors committee.
190	3.a. If the executive does not appoint a person nominated under
191	subsection C.2. of this section, then the executive shall request that the
192	nominating entity nominate another eligible person. The executive shall identify
193	in the appointment letter for each board member both the nominating entity and to
194	which of the three committees the board member is being appointed.
195	b. In addition to those board members who the executive appoints after
196	nomination under subsection C.2. of this section, the executive shall appoint two
197	eligible persons to be members of the veterans committee of the board and two
198	eligible persons to be members of the ((vulnerable populations)) resilient
199	communities committee of the board.
200	4.a. Of the board's initial veterans committee members, the six council-
201	nominated members and one of the members appointed by the executive under
202	subsection C.3.b. of this section shall be appointed to initial terms of two years.

b. Of the board's initial seniors committee members, the six council-
nominated members and one of the Seattle-King County Advisory Council for
Aging and Disability Services-nominated members shall be appointed to initial
terms of two years.
c. Of the board's initial ((vulnerable populations)) resilient
communities committee members, the six council-nominated members and one of
the members appointed by the executive under subsection C.3.b. of this section
shall be appointed to initial terms of two years.
d. A person may serve no more than one additional term on the board
after completing the person's first term, whether the first term is a partial or full
term.
e. If a board member vacates before the expiration of the member's
term a board position that was nominated by one of the entities listed in
subsection C.2. of this section, the entity that nominated the person to the board
position shall nominate an eligible replacement to serve out the balance of the
vacated term. If a board member vacates before the expiration of the member's
term a board position that was appointed by the executive under subsection C.3.b.
of this section, the executive shall appoint an eligible replacement to serve out the
balance of the vacated term.
((5.)) <u>D.</u> The board shall:
<u>1</u> . $((\Theta))$ Oversee the distribution of veterans, seniors, and human services
levy proceeds dedicated to promoting housing stability, healthy living, financial
stability, social engagement, and service system access and improvement for

((veterans and military servicemembers and their respective families, seniors and
their caregivers and vulnerable populations, consistent with Ordinance 18555,
Section 4.B.1. through 4.B.3.)) the levy's priority populations;
((b.)) 2. $((o))$ Oversee the distribution of <u>veterans</u> , <u>seniors</u> , <u>and human</u>
services levy proceeds for regional impact initiatives including investments for
technical assistance and capacity building ((investments, consistent with
Ordinance 18555, Section 4.A.));
((e.)) 3. $((a))$ Adopt bylaws governing how the board discharges its
duties, which bylaws shall specifically provide for a procedure by which the
board or any of its committees may identify and provide advice to the county
council or the executive on matters that affect the veterans, seniors, and human
services levy specifically or the veterans, seniors, and human services levy's
priority populations generally;
((d. transmit a report by July 1 each year, beginning in 2019, to the
executive, county council and the regional policy committee, or its successor, on
the state of the veterans, seniors and human services levy, the fiscal and
performance management of the veterans, seniors and human services levy and on
the veterans, seniors and human services levy's accomplishments from January
through December of the preceding year;)) 4. Review and consult on annual
reports on the veterans, seniors, and human services levy that are required by
ordinance and that the executive provides to the county council, the regional
policy committee or its successor, and the community;

((e.)) <u>5.</u> $((e))$ <u>E</u> lect annually from its membership a chair and two vice
chairs. The vice chairs shall be elected from each of the two committees to which
the elected chair does not belong so that board leadership includes all three
committees; and
$((f_{\cdot}))$ <u>6.a.</u> $((e))$ <u>C</u> ollaborate amongst the board's committees to achieve
investment and oversight coordination of the entire veterans, seniors, and human
services levy, with each committee specifically focused on overseeing the
expenditure of proceeds for its respective veterans, seniors, and human service
levy priority population and each committee specifically focused on providing
advice on matters that uniquely affect its respective veterans, seniors, and human
service levy priority population((÷)).
$((\underbrace{(1)}))$ <u>b</u> . The veterans committee shall oversee the distribution of the
portion of the veterans, seniors, and human service levy's proceeds expended for,
,
((purposes identified in Ordinance 18555, Section 4.B.1)) regional health and
((purposes identified in Ordinance 18555, Section 4.B.1)) regional health and
((purposes identified in Ordinance 18555, Section 4.B.1)) regional health and human services for veterans, military servicemembers, and their respective
((purposes identified in Ordinance 18555, Section 4.B.1)) regional health and human services for veterans, military servicemembers, and their respective families. The veterans committee may also provide advice to the executive and
((purposes identified in Ordinance 18555, Section 4.B.1)) regional health and human services for veterans, military servicemembers, and their respective families. The veterans committee may also provide advice to the executive and council on matters uniquely affecting veterans, military servicemembers and their
((purposes identified in Ordinance 18555, Section 4.B.1)) regional health and human services for veterans, military servicemembers, and their respective families. The veterans committee may also provide advice to the executive and council on matters uniquely affecting veterans, military servicemembers and their respective family members in King County((;)).
((purposes identified in Ordinance 18555, Section 4.B.1)) regional health and human services for veterans, military servicemembers, and their respective families. The veterans committee may also provide advice to the executive and council on matters uniquely affecting veterans, military servicemembers and their respective family members in King County(($\frac{1}{2}$)). (($\frac{1}{2}$)) \underline{c} . The seniors committee shall oversee the distribution of the

270	provide advice to the executive and council on matters uniquely affecting seniors
271	and their caregivers in King County((;
272	(3) Until such time that the conditions in either Ordinance 18555,
273	Section 4.B.2.(a) or (b) are satisfied, the seniors committee and veterans
274	committee will jointly oversee the distribution of the portion of the veterans,
275	seniors and human services levy's proceeds restricted by Ordinance 18555,
276	Section 4.B.2., which sets aside funds for capital facilities and regional health and
277	human services for seniors who are also veterans or military servicemembers and
278	their respective caregivers and families. After the conditions in either Ordinance
279	18555, Section 4.B.2.(a) or (b) have been satisfied, the veterans committee shall
280	not have any oversight responsibility regarding levy proceeds expended under
281	Ordinance 18555, Section 4.B.2.; and
282	4. The vulnerable populations)).
283	d. The resilient communities committee shall oversee the distribution
284	of the portion of the veterans, seniors, and human services levy's proceeds
285	expended for ((purposes identified in Ordinance 18555, Section_4.B.3)) regional
286	health and human services for resilient communities. The ((vulnerable
287	populations)) resilient communities committee may also provide advice to the
288	executive and council on matters uniquely affecting ((vulnerable populations))
289	resilient communities that are served by the veterans, seniors, and human services
290	levy in King County.

((D. The board shall hold its first meeting by the later of March 30, 2019, or sixty
days from the date on which at least six members have been appointed to each of the
board's committees.
E. This section expires July 1, 2025)) E. In accordance with K.C.C.
2.28.006, the executive may propose and the council by ordinance may provide
for per diem compensation for the board.
F. If the veterans, seniors, and human services levy expires or changes
such that subsection D. of this section becomes impracticable, the executive shall
within one hundred twenty days from the date of the expiration or change transmit

- 300 to the council a proposed ordinance to provide for the repeal or amendment of
- 301 <u>subsection D. of this section.</u>

Ordinance 19780 was introduced on 11/7/2023 and passed by the Metropolitan King County Council on 6/18/2024, by the following vote:

Yes: 9 - Balducci, Barón, Dembowski, Dunn, Mosqueda, Perry, Upthegrove, von Reichbauer and Zahilay

DocuSigned by:

4FBCAB8196AE4C6...

Dow Constantine, County Executive

KING COUNTY COUNCIL

DocuSigned by:

Daud Up

E76CE01F07B14EF...

Dave Upthegrove, Chair

Attachments: None

ATTEST:

Melani Hay, Clerk of the Council

APPROVED this _____ day of _7/1/2024

Certificate Of Completion

Envelope Id: 8E610E414AC143C3A9A9972C06E13819

Subject: Complete with Docusign: Ordinance 19780.docx

Source Envelope:

Signatures: 3 **Envelope Originator:** Document Pages: 15 Certificate Pages: 5 Initials: 0 Cherie Camp

AutoNav: Enabled

Envelopeld Stamping: Enabled

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

Status: Completed

401 5TH AVE

SEATTLE, WA 98104

Cherie.Camp@kingcounty.gov IP Address: 198.49.222.20

Record Tracking

Status: Original

6/19/2024 9:29:51 PM

Security Appliance Status: Connected

Storage Appliance Status: Connected

Holder: Cherie Camp

Cherie.Camp@kingcounty.gov

Pool: FedRamp

Pool: King County-Council

Location: DocuSign

Location: DocuSign

Signer Events

Dave Upthegrove

dave.upthegrove@kingcounty.gov

Chair

Security Level: Email, Account Authentication

(None)

Signature

Signature Adoption: Uploaded Signature Image

Using IP Address: 67.185.138.82

Timestamp

Sent: 6/19/2024 9:30:54 PM Viewed: 6/20/2024 8:56:21 AM Signed: 6/20/2024 8:56:30 AM

Electronic Record and Signature Disclosure:

Accepted: 6/20/2024 8:56:21 AM

ID: abc58e02-17e2-4f63-bbda-881abf878e8a

Melani Hay

melani.hay@kingcounty.gov

Clerk of the Council King County Council

Security Level: Email, Account Authentication

(None)

DocuSigned by: Melani Hay 8DE1BB375AD3422.

Signature Adoption: Pre-selected Style

Using IP Address: 198.49.222.20

Sent: 6/20/2024 8:56:31 AM Viewed: 6/20/2024 9:08:41 AM Signed: 6/20/2024 9:08:47 AM

Electronic Record and Signature Disclosure:

Accepted: 9/30/2022 11:27:12 AM ID: 639a6b47-a4ff-458a-8ae8-c9251b7d1a1f

Dow Constantine

Dow.Constantine@kingcounty.gov

King County Executive

Security Level: Email, Account Authentication

(None)

4FBCAB8196AE4C6..

DocuSigned by:

Signature Adoption: Uploaded Signature Image

Using IP Address: 97.113.208.5

Sent: 6/20/2024 9:08:49 AM Viewed: 7/1/2024 9:56:10 AM Signed: 7/1/2024 9:56:40 AM

Electronic Record and Signature Disclosure:

Accepted: 7/1/2024 9:56:10 AM

ID: 94548778-d282-49ac-9c4b-262713fadb74

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**

Ames Kessler akessler@kingcounty.gov

Executive Legislative Coordinator & Public Records

Officer King County

Security Level: Email, Account Authentication

(None)

Electronic Record and Signature Disclosure:Not Offered via DocuSign

Sent: 6/20/2024 9:08:49 AM **COPIED** Viewed: 6/24/2024 10:07:12 AM

Witness Events	Signature	Timestamp	
Notary Events	Signature	Timestamp	
Envelope Summary Events	Status	Timestamps	
Envelope Sent	Hashed/Encrypted	6/19/2024 9:30:54 PM	
Certified Delivered	Security Checked	7/1/2024 9:56:10 AM	
Signing Complete	Security Checked	7/1/2024 9:56:40 AM	
Completed	Security Checked	7/1/2024 9:56:40 AM	
Payment Events	Status	Timestamps	
Electronic Record and Signature Disclosure			

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, King County-Department of 02 (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 \$0.00 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 King County-Department of 02:

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: cipriano.dacanay@kingcounty.gov

To advise King County-Department of 02 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 cipriano.dacanay@kingcounty.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 King County-Department of 02

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 cipriano.dacanay@kingcounty.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 King County-Department of 02

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 cipriano.dacanay@kingcounty.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 King County-Department of 02 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 King County-Department of 02 during the course of your relationship with King County-Department of 02.