



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Ordinance 19418

Proposed No. 2022-0103.2

Sponsors McDermott and Kohl-Welles

1 AN ORDINANCE relating to the membership of the King
2 County board of health; amending Ordinance 14989,
3 Section 3, as amended, and K.C.C. 2.35.021, Ordinance
4 14989, Section 3, as amended, and K.C.C. 2.35.021,
5 Ordinance XXXXX, Section 3, and K.C.C. 2.35.XXX
6 (Section 3 of this ordinance), Ordinance XXXXX, Section
7 4, and K.C.C. 2.35.XXX (Section 4 of this ordinance),
8 Ordinance XXXXX, Section 5, and K.C.C. 2.35.XXX
9 (Section 5 of this ordinance) and Ordinance XXXXX,
10 Section 6, and K.C.C. 2.35.XXX (Section 6 of this
11 ordinance), adding new sections to K.C.C. chapter 2.35 and
12 repealing Ordinance XXXXX, Section 2, and K.C.C.
13 2.35.XXX (Section 2 of this ordinance).

STATEMENT OF FACTS:

15 1. Created in 2004 in accordance with state law, the King County board of
16 health sets countywide public health policy, enacts and enforces local
17 public health regulations and carries out the duties of local boards of
18 health as specified in RCW 70.05.060 including preventing and
19 controlling the spread of infectious disease, abating nuisances and
20 establishing fee schedules for licenses and permits.

Ordinance 19418

21 2. In May 2021, Engrossed Second Substitute House Bill 1152 was signed
22 into law as Chapter 205, Laws of Washington 2021, modifying the
23 structure of local boards of health. Chapter 205, Laws of Washington
24 2021 requires that the membership of the King County board of
25 health("KCBOH") be modified so that the number of KCBOH members
26 who are elected officials representing the county and its cities and towns
27 ("elected officials") equals the number of members who are not elected
28 officials, with one of those nonelected members selected by the American
29 Indian Health Commission of Washington State and the remaining
30 nonelected members selected by the KCBOH from three specific
31 categories of interests. The selected candidates would be appointed by the
32 King County council. Those changes to state law go into effect on July 1,
33 2022.

34 3. The King County council is committed to supporting equity and social
35 justice principals and as such welcomes the encouragement in Chapter
36 205, Laws of Washington 2021 to recruit nonelected members
37 representing consumers of public health to be from historically
38 marginalized and underrepresented communities. The council supports
39 using racial equity and social justice principles when recruiting nonelected
40 members from all categories outlined in state law.

41 4. Additionally, Chapter 205, Laws of Washington 2021 requires the
42 Washington state Board of Health ("the state Board") to promulgate rules
43 for how nonelected members of local boards of health are to be recruited,

Ordinance 19418

44 selected and appointed. The new rules are expected to be effective by July
45 25, 2022.

46 5. It is anticipated that the KCBOH will begin recruiting and selecting new,
47 nonelected members in accordance with Chapter 205, Laws of Washington 2021
48 and the state Board rules and declare the names of its selection through the
49 adoption of a resolution to the King County council by the last quarter of 2022 to
50 provide enough time for the King County council to appoint the nonelected
51 members to begin their terms on January 1, 2023.

52 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

53 SECTION 1. Ordinance 14989, Section 3, as amended, and K.C.C. 2.35.021, are
54 hereby amended to read as follows:

55 A. For members of the board until January 1, 2023:

56 1. The King County board of health shall consist of the following members:

57 ~~((+))~~ a. ~~((F))~~ three members of the metropolitan King County council to be
58 appointed by the chair of the council, provided that the chair shall consider appointing
59 members such that county councilmember representation on the board of health is
60 geographically balanced across the county and includes representation of the
61 unincorporated area of the county on the board. Each county councilmember vote shall
62 be weighted as two votes;

63 ~~((Z))~~ b. ~~((F))~~ three elected officials of the city of Seattle to be appointed by the
64 city;

Ordinance 19418

65 ~~((3-))~~ c. ~~((F))~~two elected officials from cities and towns of King County other
66 than Seattle to be appointed in a manner agreed to by and among the cities and towns
67 representing a majority of the populations of those cities and towns; and

68 ~~(4-))~~ d. ~~((F))~~two health professionals who shall be appointed by a majority vote
69 of the other members of the board of health. One of the health professionals should have
70 knowledge of environmental health, including knowledge of septic systems and
71 groundwater quality. A third nonvoting member, who shall also be a health professional,
72 may be appointed by a majority vote of the other members of the board. The terms of
73 health professional members shall be established by the rules of the board~~((-))~~; and

74 ~~((B-1-))~~ 2.a. Alternate members for each regular member may be appointed
75 according to the relevant procedures under subsection ~~((A.1, 2. or 3-))~~ A.1.a., b., or c. of
76 this section. During the meeting, an alternate member shall indicate when the alternate
77 member is serving in a regular member's absence. When serving in a regular member's
78 absence, an alternate member shall act as a regular member.

79 ~~((2-))~~ b. ~~((F))~~if the board appoints a third nonvoting health professional member
80 as provided under subsection ~~((A-4-))~~ A.1.d. of this section, that member shall serve as an
81 alternate voting member in the absence of either of the two voting health professional
82 members.

83 B. For members of the board on January 1, 2023, and thereafter:

84 1. The King County board of health shall consist of the following members:

85 a. three members of the metropolitan King County council and one alternate to
86 be appointed by the chair of the council. The chair shall consider appointing members
87 such that county councilmember representation on the board of health is geographically

Ordinance 19418

88 balanced across the county and includes representation of the unincorporated area of the
89 county on the board;

90 b. three elected officials of the city of Seattle and one alternate to be appointed
91 by the city;

92 c. two elected officials from cities and towns of King County other than Seattle
93 and two alternates to be appointed in a manner agreed to by and among the cities and
94 towns representing a majority of the populations of those cities and towns; and

95 d.(1) In accordance with state law, the remaining members of the board of
96 health shall equal the number of elected official members appointed under subsection
97 B.1.a., b. and c. of this section, shall not be elected officials and, except for any member
98 selected by the American Indian Health Commission of Washington State, must be
99 recruited, selected and appointed in accordance with RCW 70.05.035(1)(a) and the rules
100 required under RCW 43.20.300.

101 (2) One of the nonelected member candidates selected under RCW
102 70.05.035(1)(a)(i) should have knowledge of environmental health, including knowledge
103 of septic systems and groundwater quality.

104 (3) The council shall appoint by motion the nonelected members from those
105 selected by the board of health and any member selected by the American Indian Health
106 Commission of Washington State in accordance with RCW 70.05.035.

107 (4) In accordance with RCW 70.05.035(1)(l), members described in
108 subsection B.1.d.(1) of this section shall be voting members except as it pertains to any
109 decision related to the setting or modification of permit, licensing and application fees;
110 and

Ordinance 19418

111 2. The board shall elect the chair from the members described in subsection
112 B.1.a of this section.

113 NEW SECTION. SECTION 2. There is hereby added to K.C.C. chapter 2.35 a
114 new section to read as follows:

115 Sections 3 through 6 of this ordinance apply to members of the board on January
116 1, 2023, and thereafter.

117 NEW SECTION. SECTION 3. There is hereby added to K.C.C. chapter 2.35 a
118 new section to read as follows:

119 A. Alternate members for regular, elected official member may be appointed
120 according to the relevant procedures under K.C.C. 2.35.021.B.1.a., b. or c. During the
121 meeting, an alternate elected official member shall indicate when the alternate elected
122 official member is serving in a regular elected official member's absence. When serving
123 in a regular member's absence, an alternate elected official member shall act as a regular
124 elected official member.

125 B. Alternate nonelected members shall be appointed by the council in equal
126 numbers as alternate members appointed under subsection A. of this section. One of the
127 alternate nonelected members shall be selected by the American Indian Health
128 Commission for Washington State. During the meeting, an alternate nonelected member
129 shall indicate when the alternate nonelected member is serving in a regular nonelected
130 member's absence. When serving in a regular nonelected member's absence, an alternate
131 nonelected member shall act as a regular nonelected member.

132 NEW SECTION. SECTION 4. There is hereby added to K.C.C. chapter 2.35 a
133 new section to read as follows:

Ordinance 19418

134 A. For each nonelected board member candidate selected by the King County
135 board of health, the board shall provide the council with the name, biography, application
136 materials and confirmation that the board member candidate meets the qualifications and
137 requirements of RCW 70.05.035(1)(a) and was recruited and selected in accordance with
138 the rules promulgated under RCW 43.20.300. The board shall also indicate which of the
139 three categories set forth in RCW 70.005.035(1)(a) each nonelected board member
140 candidate was selected to represent. In accordance with section 5.B. of this ordinance,
141 the board shall also indicate the initial term for each nonelected member candidate.

142 B. The board shall coordinate with the American Indian Health Commission of
143 Washington State to receive the commission's selected tribal representative candidates
144 and information about the commission's selected candidates.

145 C. For each of the alternate nonelected board candidates selected by the board,
146 the board shall provide the council with the name, biography, application materials and
147 confirmation that the alternate board member candidate meets the qualifications and
148 requirements of RCW 70.05.035(1) and was recruited and selected in accordance with the
149 rules promulgated under RCW 43.20.300. The board shall also indicate the term for each
150 alternate nonelected member candidate.

151 D. The board shall transmit to the council the information required by
152 subsections A., B. and C. of this section, together with one or more resolutions of its
153 nonelected board member candidate and alternate candidate selections, the commission's
154 tribal representative member and alternate selections to establish the expanded board
155 membership required by RCW 70.05.035. The initial resolutions must be electronically
156 filed with the clerk of the council by no later than October 28, 2022. Subsequent

Ordinance 19418

157 resolutions to fill positions of members described in K.C.C. 2.35.021.B.1.d. and their
158 requisite alternates should be filed with the clerk no later than three months before the
159 starting date of the term for the respective member or alternate candidate.

160 NEW SECTION. SECTION 5. There is hereby added to K.C.C. chapter 2.35 a
161 new section to read as follows:

162 A. All members described in K.C.C. 2.35.021.B.1.d. shall be eligible to serve for
163 up to three full terms. Except as otherwise provided in subsection B. of this section, for
164 members described in K.C.C. 2.35.021.B.1.d., a full term shall be three years.

165 B. For all members described in K.C.C. 2.35.021.B.1.d., their initial terms to the
166 expanded board shall be as follows: two members shall each serve a one-year term, three
167 members shall each serve a two-year term and three members shall each serve a three-year
168 term. The board shall determine the initial term lengths primarily by member preference.
169 Each of the initial terms shall be considered full terms when considering eligibility for
170 service in future terms.

171 NEW SECTION. SECTION 6. There is hereby added to K.C.C. chapter 2.35 a
172 new section to read as follows:

173 All members described in K.C.C. 2.35.021.B.1.d. and the nonelected member
174 alternates who are not being compensated for their participation on the King County
175 board of health through their employer shall be compensated at a rate of two hundred
176 twenty-five dollars per full board meeting they attend and shall not exceed two hundred
177 twenty-five dollars per month before December 31, 2023. Beginning January 1, 2024,
178 the compensation amount per meeting and the maximum compensation amount per
179 month shall be automatically adjusted annually, and every year thereafter, at the rate

Ordinance 19418

180 equivalent to the twelve-month change in the U.S. Department of Labor, Bureau of Labor
181 Statistics Consumer Price Index for All Urban Consumers for the Seattle-Tacoma-
182 Bellevue Statistical Metropolitan Area, which is also known as "the CPI-U." However, if
183 the twelve-month change in the CPI-U is negative, there shall not be an adjustment.

184 SECTION 7. Sections 8 through 12 take effect January 1, 2023.

185 SECTION 8. Ordinance 14989, Section 3, as amended, and K.C.C. 2.35.021, are
186 hereby amended to read as follows:

187 A. ~~((For members of the board until January 1, 2023:~~

188 1. ~~The King County board of health shall consist of the following members:~~

189 a. ~~three members of the metropolitan King County council to be appointed by~~
190 ~~the chair of the council, provided that the chair shall consider appointing members such~~
191 ~~that county councilmember representation on the board of health is geographically~~
192 ~~balanced across the county and includes representation of the unincorporated area of the~~
193 ~~county on the board. Each county councilmember vote shall be weighted as two votes;~~

194 b. ~~three elected officials of the city of Seattle to be appointed by the city;~~

195 c. ~~two elected officials from cities and towns of King County other than Seattle~~
196 ~~to be appointed in a manner agreed to by and among the cities and towns representing a~~
197 ~~majority of the populations of those cities and towns; and~~

198 d. ~~two health professionals who shall be appointed by a majority vote of the~~
199 ~~other members of the board of health. One of the health professionals should have~~
200 ~~knowledge of environmental health, including knowledge of septic systems and~~
201 ~~groundwater quality. A third nonvoting member, who shall also be a health professional,~~

Ordinance 19418

202 ~~may be appointed by a majority vote of the other members of the board. The terms of~~
203 ~~health professional members shall be established by the rules of the board; and~~

204 ~~2.a. Alternate members for each regular member may be appointed according to~~
205 ~~the relevant procedures under subsection A.1..a., b., or c. of this section. During the~~
206 ~~meeting, an alternate member shall indicate when the alternate member is serving in a~~
207 ~~regular member's absence. When serving in a regular member's absence, an alternate~~
208 ~~member shall act as a regular member.~~

209 ~~b. if the board appoints a third nonvoting health professional member as~~
210 ~~provided under subsection A.1.d. of this section, that member shall serve as an alternate~~
211 ~~voting member in the absence of either of the two voting health professional members.~~

212 ~~B. For members of the board on January 1, 2023, and thereafter:~~

213 ~~4.) The King County board of health shall consist of the following members:~~

214 ~~((a-)) 1. ((t))~~Three members of the metropolitan King County council and one
215 alternate to be appointed by the chair of the council. The chair shall consider appointing
216 members such that county councilmember representation on the board of health is
217 geographically balanced across the county and includes representation of the
218 unincorporated area of the county on the board;

219 ~~((b-)) 2. ((t))~~Three elected officials of the city of Seattle and one alternate to be
220 appointed by the city;

221 ~~((c-)) 3. ((t))~~Two elected officials from cities and towns of King County other
222 than Seattle and two alternates to be appointed in a manner agreed to by and among the
223 cities and towns representing a majority of the populations of those cities and towns; and

Ordinance 19418

224 ~~((d.1))~~ 4.a. In accordance with state law, the remaining members of the board
225 of health shall equal the number of elected official members appointed under subsection
226 ~~((B.1.a., b. and c.))~~ A.1., 2., and 3. of this section, shall not be elected officials and,
227 except for any member selected by the American Indian Health Commission of
228 Washington State, must be recruited, selected and appointed in accordance with RCW
229 70.05.035(1)(a) and the rules required under RCW 43.20.300.

230 ~~((2))~~ b. One of the nonelected member candidates selected under RCW
231 70.05.035(1)(a)(i) should have knowledge of environmental health, including knowledge
232 of septic systems and groundwater quality.

233 ~~((3))~~ c. The council shall appoint by motion the nonelected members from
234 those selected by the board of health and any member selected by the American Indian
235 Health Commission of Washington State in accordance with RCW 70.05.035.

236 ~~((4))~~ d. In accordance with RCW 70.05.035(1)(l), members described in
237 subsection ~~((B.1.d.(1))~~ A.4.a. of this section shall be voting members except as it
238 pertains to any decision related to the setting or modification of permit, licensing and
239 application fees~~((; and))~~.

240 ~~((2.))~~ B. The board shall elect the chair from the members described in subsection
241 ~~((B.1.))~~ A.1 of this section.

242 SECTION 8. Ordinance XXXXX, Section 2, and K.C.C. 2.35.XXX (Section 2 of
243 this ordinance) is hereby repealed.

244 SECTION 9. Ordinance XXXXX, Section 3, and K.C.C. 2.35.XXX (Section 3 of
245 this ordinance) is hereby amended to read as follows:

Ordinance 19418

246 A. Alternate members for regular, elected official member may be appointed
247 according to the relevant procedures under K.C.C. 2.35.021.~~((B.1.a., b. or c))~~ A.1., 2. or
248 3. During the meeting, an alternate elected official member shall indicate when the
249 alternate elected official member is serving in a regular elected official member's
250 absence. When serving in a regular member's absence, an alternate elected official
251 member shall act as a regular elected official member.

252 B. Alternate nonelected members shall be appointed by the council in equal
253 numbers as alternate members appointed under subsection A. of this section. One of the
254 alternate nonelected members shall be selected by the American Indian Health
255 Commission for Washington State. During the meeting, an alternate nonelected member
256 shall indicate when the alternate nonelected member is serving in a regular nonelected
257 member's absence. When serving in a regular nonelected member's absence, an alternate
258 nonelected member shall act as a regular nonelected member.

259 SECTION 10. Ordinance XXXXX, Section 4, and K.C.C. 2.35.XXX (Section 4
260 of this ordinance) is hereby amended to read as follows:

261 A. For each nonelected board member candidate selected by the King County
262 board of health, the board shall provide the name, biography, application materials and
263 confirmation that the board member candidate meets the qualifications and requirements
264 of RCW 70.05.035(1)(a) and was recruited and selected in accordance with the rules
265 promulgated under RCW 43.20.300. The board shall also indicate which of the three
266 categories set forth in RCW 70.005.035(1)(a) each nonelected board member candidate
267 was selected to represent. In accordance with section 5.B. of this ordinance, the board
268 shall also indicate the initial term for each nonelected member candidate.

Ordinance 19418

269 B. The board shall coordinate with the American Indian Health Commission of
270 Washington State to receive the commission's selected tribal representative candidates
271 and information about the commission's selected candidates.

272 C. For each of the alternate nonelected board candidates selected by the board,
273 the board shall provide the name, biography, application materials and confirmation that
274 the alternate board member candidate meets the qualifications and requirements of RCW
275 70.05.035(1) and was recruited and selected in accordance with the rules promulgated
276 under RCW 43.20.300. The board shall also indicate the term for each alternate
277 nonelected member candidate.

278 D. The board shall transmit the information required by subsections A., B. and C.
279 of this section, together with one or more resolutions of its nonelected board member
280 candidate selections, the commission's tribal representative candidate selection and the
281 nonelected alternate candidate selections to establish the expanded board membership
282 required by RCW 70.05.035. The initial resolutions must be electronically filed with the
283 clerk of the council by no later than October 28, 2022. Subsequent resolutions to fill
284 positions of members described in K.C.C. 2.35.021.~~((B.1.d.))~~ A.4. and their requisite
285 alternates should be filed with the clerk no later than three months before the starting date
286 of the term for the respective member or alternate candidate.

287 SECTION 11. Ordinance XXXXX, Section 5, and K.C.C. 2.35.XXX (Section 5
288 of this ordinance) is hereby amended to read as follows:

289 A. All members described in K.C.C. 2.35.021.~~((B.1.d.))~~ A.4. shall be eligible to
290 serve for up to three full terms. Except as otherwise provided in subsection B. of this

Ordinance 19418

291 section, for members described in K.C.C. 2.35.021.~~((B.1.d.))~~ A.4., a full term shall be
292 three years.

293 B. For all members described in K.C.C. 2.35.021.~~((B.1.d.))~~ A.4., their initial
294 terms to the expanded board shall be as follows: two members shall each serve a one-year
295 term, three members shall each serve a two-year term and three members shall each serve a
296 three-year term. The board shall determine the initial term lengths primarily by member
297 preference. Each of the initial terms shall be considered full terms when considering
298 eligibility for service in future terms.

299 SECTION 12. Ordinance XXXXX, Section 6, and K.C.C. 2.35.XXX (Section 6
300 of this ordinance) is hereby amended to read as follows:

301 All members described in K.C.C. 2.35.021.~~((B.1.d.))~~ A.4. and the nonelected
302 member alternates who are not being compensated for their participation on the King
303 County board of health through their employer shall be compensated at a rate of two
304 hundred twenty-five dollars per full board meeting they attend and shall not exceed two
305 hundred twenty-five dollars per month before December 31, 2023. Beginning January 1,
306 2024, the compensation amount per meeting and the maximum compensation amount per
307 month shall be automatically adjusted annually, and every year thereafter, at the rate
308 equivalent to the twelve-month change in the U.S. Department of Labor, Bureau of Labor
309 Statistics Consumer Price Index for All Urban Consumers for the Seattle-Tacoma-
310 Bellevue Statistical Metropolitan Area, which is also known as "the CPI-U." However, if
311 the twelve-month change in the CPI-U is negative, there shall not be an adjustment.

312 SECTION 13. If any provision of this ordinance or its application to any person or

Ordinance 19418

- 313 circumstance is held invalid, the remainder of the ordinance or the application of the
- 314 provision to other persons or circumstances is not affected.

Ordinance 19418 was introduced on 3/8/2022 and passed by the Metropolitan King County Council on 4/5/2022, by the following vote:

Yes: 9 - Balducci, Dembowski, Dunn, Kohl-Welles, Perry, McDermott, Upthegrove, von Reichbauer and Zahilay

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

DocuSigned by:


7E1C273CE9994B6...
 Claudia Balducci, Chair

ATTEST:

DocuSigned by:


92FC09E4162E45A...
 Melani Pedroza, Clerk of the Council

APPROVED this _____ day of 4/8/2022, _____.

DocuSigned by:


4FBCAB8196AE4C6...
 Dow Constantine, County Executive

Attachments: None

Certificate Of Completion

Envelope Id: 662786B538B14DAAADF2BDE0B84BBD53	Status: Completed
Subject: Please DocuSign: Ordinance 19418.docx	
Source Envelope:	
Document Pages: 15	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Cherie Camp
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	401 5th Ave
	Suite 100
	Seattle, WA 98104
	Cherie.Camp@kingcounty.gov
	IP Address: 198.49.222.20

Record Tracking

Status: Original	Holder: Cherie Camp	Location: DocuSign
4/6/2022 12:28:59 PM	Cherie.Camp@kingcounty.gov	
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: King County General (ITD)	Location: DocuSign

Signer Events

Claudia Balducci
 claudia.balducci@kingcounty.gov
 King County General (ITD)
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 7E1C273CE9994B6...
 Signature Adoption: Pre-selected Style
 Signed by link sent to
 claudia.balducci@kingcounty.gov
 Using IP Address: 73.83.124.149

Timestamp

Sent: 4/6/2022 12:32:25 PM
 Viewed: 4/7/2022 10:21:32 AM
 Signed: 4/7/2022 10:21:38 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Angel Foss
 angel.allende@kingcounty.gov
 Security Level: Email, Account Authentication (None)

DocuSigned by:

 92FC09E4162E45A...
 Signature Adoption: Pre-selected Style
 Signed by link sent to angel.allende@kingcounty.gov
 Using IP Address: 198.49.222.20

Sent: 4/7/2022 10:21:40 AM
 Viewed: 4/7/2022 12:05:56 PM
 Signed: 4/7/2022 12:06:13 PM

Electronic Record and Signature Disclosure:
 Accepted: 4/7/2022 12:05:56 PM
 ID: 4f8c69ac-f0ab-41ae-a642-fb31a73b2063

April Putney for Dow Constantine
 Dow.Constantine@kingcounty.gov
 Security Level: Email, Account Authentication (None)

DocuSigned by:

 4FBCAB8196AE4C8...
 Signature Adoption: Pre-selected Style
 Signed by link sent to
 Dow.Constantine@kingcounty.gov
 Using IP Address: 174.61.167.141

Sent: 4/7/2022 12:06:15 PM
 Viewed: 4/8/2022 11:59:56 AM
 Signed: 4/8/2022 5:10:27 PM

Electronic Record and Signature Disclosure:
 Accepted: 4/8/2022 5:09:59 PM
 ID: 19f2ba1f-d6fa-43da-bb4b-788c177fa4c6

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
---------------------------	---------------	------------------

Kaitlyn Wiggins

kwiggins@kingcounty.gov

Executive Legislative Coordinator

King County Executive Office

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

COPIED

Sent: 4/7/2022 12:06:15 PM

Witness Events	Signature	Timestamp
-----------------------	------------------	------------------

Notary Events	Signature	Timestamp
----------------------	------------------	------------------

Envelope Summary Events	Status	Timestamps
--------------------------------	---------------	-------------------

Envelope Sent

Hashed/Encrypted

4/6/2022 12:32:26 PM

Certified Delivered

Security Checked

4/8/2022 11:59:56 AM

Signing Complete

Security Checked

4/8/2022 5:10:27 PM

Completed

Security Checked

4/8/2022 5:10:27 PM

Payment Events	Status	Timestamps
-----------------------	---------------	-------------------

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carahsoft OBO King County ITD (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, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

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 signing session and, if you elect to create a DocuSign signer account, you may access them 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. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and 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 Carahsoft OBO King County ITD:

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: bob.johnson@kingcounty.gov

To advise Carahsoft OBO King County ITD of your new e-mail address

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

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Carahsoft OBO King County ITD

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 e-mail to bob.johnson@kingcounty.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carahsoft OBO King County ITD

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

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to bob.johnson@kingcounty.gov and in the body of such request you must state your e-mail, full name, US Postal 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

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum

Enabled Security Settings:	Allow per session cookies
----------------------------	---------------------------

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials 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 verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an 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 on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Carahsoft OBO King County ITD as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Carahsoft OBO King County ITD during the course of my relationship with you.