

## Community Engagement Letter of Agreement

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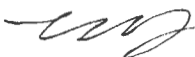
Recipient Contact: Monica Zazueta, zazueta\_monica0813@gmail.com, (360) 723-7707  
Supplier Contract Number: SCN00003050  
Agreement Name: CCPH Monica Zazueta EJC LOA HDC.2230  
Amount: \$2,800.00  
Period: January 1, 2024-March 1, 2025

MONICA ZAZUETA, hereinafter referred to as "Recipient" agrees to participation in a community engagement project with Clark County Public Health, hereinafter referred to as "County". The Recipient will be responsible for activities described in Exhibit A, Scope of Work, for a total not to exceed \$2,800.

The County will provide payment within 30 days of an approved invoice.

1. Participation and Engagement. Recipient shall comply with all applicable federal, state, and local laws regarding discrimination during the term of this agreement. Nothing in this agreement creates an employment relationship with the County, and Recipient shall not be entitled to compensation or benefits of any kind, except as specifically provided herein.
2. Indemnification/Hold Harmless. The Recipient shall defend, indemnify, and hold the County, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or resulting from the negligent acts, errors, or omissions of the Recipient in performance of this agreement, except for injuries and damages caused by the sole negligence of the County. Should a court of competent jurisdiction determine that this agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Recipient and the County, its officers, officials, employees, and volunteers, the Recipient's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Recipient's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Recipient's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this agreement.
3. Debarment or Exclusion. By signing this modification, the Recipient certifies that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in any federally funded program by any federal department or agency (Excluded Person) and that no owner, director, officer, or partner with an ownership or control interest in the Recipient is an Excluded Person. In addition, Recipient certifies that no employee or subcontractor of Recipient who will perform work (whether directly or indirectly) under this agreement is an Excluded Person.

By signing below, Recipient, agrees to all terms and conditions, exhibits, and requirements of this agreement.



Monica Zazueta, Council Vice President - LULAC Vancouver Metro

01/12/24

Date

## Exhibit A Scope of Work

### Community Engagement

Clark County Public Health (CCPH) promotes a mutual exchange of information, ideas, and resources with our community members. We value community expertise and the importance of equitable compensation for our community partners. Through the community engagement process, the community can share its own wisdom and experiences to help create more equitable, relevant, and effective health interventions and health improvement plans.

<b>Project Purpose</b>	<p>The purpose of the Clark County Environmental Justice Coalition (EJC) is to help meet the public engagement and environmental justice requirements of new state Climate Change Planning legislation. The county's climate project team including, staff from Community Planning and Public Health, is partnering with community-based organizations (CBOs) to facilitate the meaningful involvement of populations most impacted by climate impacts and hazards.</p> <p>The purpose of the Climate Change Planning project is to help Clark County implement the new legislative climate requirements of ES2HB 1181 into its comprehensive growth management plan, due June 30, 2025.</p>
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### Responsibilities

<b>Recipient</b>	<ol style="list-style-type: none"> <li>1. Attend and participate in monthly EJC meetings for up to 3 hours each, up to 14 total.</li> <li>2. Prepare for EJC meetings including review of meeting materials and participation in EJC orientation meetings.</li> <li>3. Develop a public engagement work plan. Early EJC meetings will include discussion and time to develop a work plan for community-specific public engagement activities related to the climate change planning project.</li> </ol>
<b>County</b>	<ol style="list-style-type: none"> <li>1. The county will convene up to 14 monthly EJC meetings with partner CBOs selected to lead public engagement activities. (Dates and times are to be determined with the EJC member organizations).</li> <li>2. The county will hire a consultant to facilitate and coordinate EJC meetings:             <ol style="list-style-type: none"> <li>a. The project team and consultant will coordinate with the EJC to identify preferred meeting times, locations, and formats.</li> <li>b. The county will provide food for group members during EJC meetings if meetings are held during mealtimes.</li> <li>c. The county will provide translation/interpretation at EJC meetings based on group member preferences.</li> <li>d. If virtual or hybrid meetings are used, the county will provide phone and closed captioning services.</li> </ol> </li> <li>3. County staff and consultant will use the information from participating CBOs to inform a community-specific public engagement work plan.</li> </ol>

**Compensation**

Engagement activities, including attendance and participation, will be compensated according to the compensation schedule provided by the Washington State Office of Equity provided below. For this project, the Recipient will receive up to \$2,800, for participation.

<b><u>Ongoing Hourly Compensation</u></b>	
Up to and including one hour	\$45.00
More than one hour and equal to two hours	\$90.00
More than two hours and equal to three hours	\$135.00
More than three hours and equal to four hours	\$180.00
Anything over four hours	\$200.00
<b><u>One-Time Engagement Activities</u></b>	
One-time events that are up to and including one hour	\$25.00
One-time events and activities that are up to four hours or less	\$100.00
One-time events and activities that are over four hours	\$200.00

**Certificate Of Completion**

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Subject: DocuSign: CCPH Monica Zazueta EJC LOA HDC.2230	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Rebecca Addington
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	1300 Franklin St
	Vancouver, WA 98660
	rebecca.addington@clark.wa.gov
	IP Address: 64.4.184.5

**Record Tracking**

Status: Original	Holder: Rebecca Addington	Location: DocuSign
1/12/2024 5:01:12 PM	rebecca.addington@clark.wa.gov	

**Signer Events**

Monica Zazueta  
 zazuetamonica0813@gmail.com  
 Security Level: Email, Account Authentication (None)

**Signature**



Signature Adoption: Drawn on Device  
 Using IP Address: 174.204.196.58  
 Signed using mobile

**Timestamp**

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 Viewed: 1/12/2024 5:32:22 PM  
 Signed: 1/12/2024 5:32:39 PM

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**In Person Signer Events**

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**Editor Delivery Events**

**Status**

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**Agent Delivery Events**

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**Intermediary Delivery Events**

**Status**

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**Certified Delivery Events**

**Status**

**Timestamp**

**Carbon Copy Events**

**Status**

**Timestamp**

Amy Koski  
 Amy.Koski@clark.wa.gov  
 Security Level: Email, Account Authentication (None)  
**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

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GCT  
 gct@clark.wa.gov  
 Security Level: Email, Account Authentication (None)  
**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

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Melissa Martin  
 melissa.martin@clark.wa.gov  
 Security Level: Email, Account Authentication (None)  
**Electronic Record and Signature Disclosure:**

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Monica Zazueta  
zazuetamonica0813@gmail.com  
Security Level: Email, Account Authentication (None)

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**Electronic Record and Signature Disclosure:**  
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	1/12/2024 5:32:39 PM
Completed	Security Checked	1/12/2024 5:32:40 PM

Payment Events	Status	Timestamps
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**Electronic Record and Signature Disclosure**

## **CONSUMER DISCLOSURE**

From time to time, Clark County, WA (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.

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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 Clark County, WA:**

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: [loann.vuu@clark.wa.gov](mailto:loann.vuu@clark.wa.gov)

**To advise Clark County, WA 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 [loann.vuu@clark.wa.gov](mailto:loann.vuu@clark.wa.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 Clark County, WA**

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 [loann.vuu@clark.wa.gov](mailto:loann.vuu@clark.wa.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 Clark County, WA**

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 [loann.vuu@clark.wa.gov](mailto:loann.vuu@clark.wa.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 CONSUMER 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 Clark County, WA 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 Clark County, WA during the course of my relationship with you.