

## MEMORANDUM

**To:** Housing and Human Services Committee  
**From:** Jennifer LaBrecque, Analyst  
**Subject:** Council Bill 120858: Revised - King County Regional Homelessness Authority Interlocal Agreement

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On September 11, 2024, the Housing and Human Services Committee will discuss and possibly vote on Council Bill (CB) 120858 that would authorize the Mayor to execute an amended and restated King County Regional Homelessness Authority Interlocal Agreement with King County.

This memorandum provides the background of the legislation, the rationale for revising the Interlocal Agreement, summary of proposed changes, process for amending the document, and next steps for the Council.

### Background

Effective December 18, 2019, King County and the City of Seattle executed an Interlocal Agreement (ILA) to establish the King County Regional Homelessness Authority (KCRHA). The ILA was the result of several years of discussions and study about how to most effectively address homelessness through a regional approach. Below is a brief overview of key milestones that led to the establishment of KCRHA:

- In 2017, One Table was formed, which was a regional effort to bring together leaders from government and other sectors to identify solutions to prevent homelessness.
- In 2018, Seattle and King County entered into a Memorandum of Understanding, proposing a partnership to more effectively coordinate the provision of homelessness services.
- In 2019, the National Innovation Service (NIS), commissioned by Seattle and King County, released a report identifying ten actions necessary to strengthen the regional response to homelessness. One action was to coordinate the homelessness response system under a regional authority.

Additionally, a Regional Action Plan (RAP), commissioned by several large local philanthropic organizations, was published in 2020; it identified implementation of a regional homelessness authority as one of three “legs of a stool” needed for a successful regional approach.

The general purpose of KCRHA is to provide consolidated, aligned services for people experiencing or at imminent risk of experiencing homelessness, in order to reduce the incidence of unsheltered homelessness. The purpose of KCRHA is not to eliminate homelessness, as that would take substantial additional resources and would involve actions beyond KCRHA’s scope (such as the development of new affordable housing). As noted above, both the NIS report and RAP stated that a regional homelessness authority is just one of multiple actions needed to successfully address regional homelessness.

Under the ILA, both Seattle and King County agreed to transfer the majority of their homelessness services funding to KCRHA for services such as shelters, days centers, diversion programs, rapid rehousing, transitional housing and safe parking.<sup>1</sup> KCRHA then administers contracts with non-profit organizations to provide these services. Prior to KCRHA, the Human Services Department managed Seattle's homelessness services funding and administered the contracts with non-profits for these services. KCRHA does not receive any funding from Seattle or King County to develop affordable housing. For context, Seattle provided \$109 million to KCRHA in the 2024 Adopted Budget and King County provided \$41 million.

Seattle and King County are the only two parties in this ILA. In 2023, five north King County cities created their own ILA and provide \$250,000 to KCRHA to administer some homelessness services on their behalf. No other jurisdictions have transferred funding to KCRHA to administer homelessness services on their behalf.

### **Rationale for a Revised ILA**

KCRHA has faced a number of high-profile challenges during its first five years, including:

- A controversial first public draft of its Five-Year Plan, which utilized a questionable methodology to estimate shelter and housing type need and associated resources to pay for them. While the final Five-Year Plan addressed some of those initial concerns, it did not offer a strategic, targeted plan with clearly defined outcomes to measure impact.
- Partnership for Zero, a public-private partnership to reduce homelessness downtown to functional zero was abruptly terminated, without coming close to achieving its goal.
- Since inception, KCRHA has experienced substantial leadership turnover. The first permanent CEO was hired in March 2021 and resigned less than two years later in May 2023. Three interim CEOs led the organization over the next 15 months. A new permanent CEO began in August of this year.
- KCRHA was criticized by homeless services providers for not executing contracts in a timely manner, causing providers to have to float expenses for multiple months. KCRHA has since appeared to resolve this issue.

The main reason for revising the ILA was to streamline the governance structure, with the concept that a more effective governance structure that provides better oversight and accountability is a necessary step, albeit not a sufficient one by itself, to improve the functioning of KCRHA and rebuild public trust in the agency.

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<sup>1</sup> While Seattle originally transferred its homeless prevention and homeless outreach funding to KCRHA, the City announced earlier this year that this funding would instead be administered by the Human Services Department, with some of that transition beginning in fall 2024.

In late 2023, the Governing Committee formed a sub-committee to develop recommendations regarding KCRHA's governance structure, although formal recommendations were never published. In early summer 2024, King County and Seattle began negotiations regarding a revised ILA, resulting in the legislation before the Housing and Human Services Committee on September 11. A draft of the revised ILA was shared with the Sound Cities Association and KCRHA.

Based on the first five years with the ILA, King County and Seattle also identified other opportunities for improvement to be addressed in the revised ILA. Those include clarity around mission and scope, and clarity around Chief Executive Officer expectations.

### **Summary of ILA Changes**

The revised ILA makes the following changes, described at a high level. For a more detailed description of the changes and impacts, see Attachment A. For a track changes version of the revised ILA, see Attachment B.

- Reduces the number of oversight entities from two (Implementation Board and Governing Committee) to one (Governing Board). Like the Governing Committee, the Governing Board will also have twelve members, nine elected officials and three members with lived experience.
  - All the elected officials will be the same members currently serving on the Governing Committee.
  - The process for appointing the three lived experience members will change. These members would now be appointed by the elected officials from each caucus (Seattle, King County and Sound Cities Association); each caucus will establish its own selection process. Under the current ILA, lived experience members had been appointed by the Continuum of Care Board. Additionally, lived experience members should now also have subject matter expertise, which is not required under the current ILA.
- Provides the option for the Continuum of Care Board<sup>2</sup>, an independent entity regulated under federal statute, to serve as an Advisory Committee to the Governing Board. Under the current ILA, the Continuum of Care Board served as an Advisory Committee to the Implementation Board.

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<sup>2</sup> The CoC is a federal program, regulated under 24 CFR Part 578, that provides funding to address homelessness and promote strategic, community-wide coordination of resources. To receive CoC funding, region must establish a CoC Lead Entity, CoC General Membership group and CoC board to act on behalf of the Continuum. Under 24 CFR Part 578, the CoC Board controls policy decisions such as funding priorities for the annual CoC application to HUD and the Coordinated Entry process; its membership must be representative of relevant organizations and projects serving homeless subpopulations in King County and have at least one member with lived experience. In 2024, KCRHA received about \$60 million in CoC funding, in addition to funds provided to King County not managed by KCRHA.

- Provides clear authority and powers to the Governing Board to set strategic direction, make major policy decisions, approve the annual budget, provide financial oversight and monitor performance of KCRHA, the homeless system and homeless programs.
- Clarifies that KCRHA's mission is to reduce unsheltered homelessness by administering services that meet the immediate needs of people experiencing homelessness, such as shelter, hygiene centers, transitional housing and rapid rehousing.
- Adds a new section to capture, in one place, the activities that comprise KCRHA's existing scope of work. This new section is not intended to expand KCRHA's scope beyond what it is currently doing, although it does allow future expansion conditional upon Governing Board approval.
- Allows the ILA to continue indefinitely until terminated; either Seattle or King County can unilaterally terminate at any time. Under the current ILA, neither Seattle nor King County can unilaterally terminate for the first five years (until December 18, 2024).
- Updates the guiding principles section to emphasize that KCRHA should be guided by housing first and other approaches that are evidence based and can successfully meet the full needs of those experiencing homelessness – including approaches that support recovery and behavioral health needs. King County, not KCRHA, remains fully responsible for behavioral health services.
- Creates more overt expectations for the Chief Executive Officer.
- Strengthens reporting obligations, including new requirements for financial reports, progress on annual workplans and Continuum of Care activities while continuing existing report requirements such as progress on annual performance metrics.
- Other changes for purposes of clarifying original intent, clarifying processes, making technical corrections, removing start-up language that is no longer relevant, and accommodating the transition from one governance structure to another.

### **Process for Approving Revised ILA**

Revising the ILA involves four different parties – Seattle City Council, King County Council, the Seattle Mayor and the King County Executive. Both legislative bodies must pass legislation to approve the revised ILA and authorize their respective Executives to execute the ILA. Once the Mayor and the County Executive sign the ILA, it will go into effect on the date of the last signature. As such, there will be two concurrent legislative processes.

The King County legislative process involves both King County Council and the Regional Policy Committee (RPC). The RPC is responsible for reviewing and recommending regional policies and plans, as determined by an annual work program. Under the RPC's 2024 work program, anything related to homelessness, including KCRHA, must be referred to the RPC. RPC membership is comprised of Sound Cities Association elected officials (Mayors and Councilmembers), King County Councilmembers and Seattle Councilmembers.

The RPC must consider and vote on the ILA before the King County Council can take a vote. The RPC can amend the ILA before sending it back to the King County Council. Once the King County Council receives the ILA back from the RPC it has several choices:

1. Pass the ILA as approved by the RPC with a simple majority vote.
2. If the ILA was amended by the RPC, King County Council could pass the original, unamended version with a super majority vote.
3. Further amend the ILA, in which case it must go back to the RPC for discussion and a vote.

Because revising the ILA involves four parties, including the approval of two different legislative bodies (one of which includes the RPC), any proposed amendments may result in delays to finalizing and executing the revised ILA. If Councilmembers want to amend the ILA, such changes would need to be negotiated with the other three parties and, depending on where King County is in their process, may need to go back to the RPC.

### **Next Steps**

For Seattle, if the Housing and Human Services Committee votes to recommend passage of CB 120858 on September 11, the City Council may take final action on the legislation on September 17 at the earliest.

For King County, the Executive transmitted the ILA legislation to King County Council on August 15 and the proposed ordinance was referred as a mandatory dual referral to a Committee of the Whole (COW) and the RPC. The Committee of the Whole (COW) discussed the ILA on August 27 and the RPC discussed on September 3. The COW is tentatively scheduled to vote on the ILA on September 24 and the RPC on September 30, with final action by Full Council by October 15. However, because of the iterative nature of the RPC process, as described above, this schedule is subject to change. See Attachment C for the tentative King County schedule.

### **Attachments:**

- A. Description of ILA changes
- B. Revised ILA in track changes
- C. King County Schedule

cc: Ben Noble, Director  
Yoland Ho, Deputy Director  
Calvin Chow, Supervising Analyst

**ATTACHMENT A**

Description of Changes to the King County Regional Homelessness Authority  
Interlocal Agreement between Seattle and King County

| Topic             | Sec., Pg. (Att B)                                | Original ILA   | Revised ILA   |
|-------------------|--|--|---|
| Contract Duration | Article III, Section 1 and 2, starting on page 8 | <ul style="list-style-type: none"><li>Initial duration of the agreement was five years, during which time neither Seattle or King County could withdraw unilaterally.</li><li>After five years, which would be December 18 2024, the ILA would continue indefinitely until terminated by either Seattle or King County, provided that the respective legislation body authorized the termination through resolution or motion.</li></ul> | <ul style="list-style-type: none"><li>Either Seattle or King County can terminate the ILA at any time, provided that the respective legislation body authorizes the termination through resolution or motion.</li></ul>   |
| Mission Statement | Article IV, Section 2, starting on page 9        | "The mission of the Authority is to significantly decrease the incidence of homelessness throughout King County, using equity and social justice principles."  | "Administering effective, performance-based Homeless Services to support a high-functioning homelessness crisis response system to significantly decrease the incidence of unsheltered homelessness across King County using equity and social justice principles."   |
| Scope of Work     | Article IV, Section 3, starting on page 9        | <ul style="list-style-type: none"><li>Did not contain a scope of work</li></ul>  | <p>New section detailing KCRHA's scope of work.</p> <ul style="list-style-type: none"><li>Administer service contracts with funding from Seattle, King County and other sources</li><li>Conduct competitive procurement processes for homeless services</li><li>Improve the delivery and coordination of homeless services</li><li>Provide training and capacity building support to homeless service providers</li><li>Develop and implement severe weather responses</li><li>Serve as the Continuum of Care Lead Entity, which includes Coordinated Entry, Homelessness Management Information System and the Point in Time Count</li><li>Collect, evaluate and report on data about the homeless system and programs</li><li>Lead and implement sub-regional planning</li><li>Maintain an office of the Ombuds</li><li>Implement the Five-Year Plan or successor plans</li><li>Other responsibilities as approved by the Governing Board</li></ul> |

| Topic                              | Sec., Pg. (Att B)                            | Original ILA  | Revised ILA   |
|------------------------------------|--|---|---|
| Guiding Principles (housing first) | Article IV, Section 4, starting on page 11   | <p>“The Authority shall create long-term institutional alignment across systems to meet the needs of people at imminent risk of becoming homeless and those experiencing homelessness. The Authority shall adopt an evidence-based, housing first orientation and shall inform and support regional efforts to increase development of new 0 - 30% AMI housing and preserve existing affordable housing, with a priority for permanent supportive housing.”</p> | <p>“The Authority will be guided by housing first and other approaches consistent with research, best practices and innovation and that address the individual needs of those experiencing homelessness, including but not limited to comprehensive substance use disorder treatment, recovery housing, and behavioral health services.”</p>  |
| Governance Structure               | Article VIII, Section 1, starting on page 27 | <ul style="list-style-type: none"> <li>• Implementation Board with thirteen community members with subject matter expertise.</li> <li>• Governing Committee with twelve members comprised of nine elected officials (Seattle Mayor, King County Executive, two Seattle Councilmembers, two King County Councilmembers and three Sound Cities Association elected officials) and three people with lived experience of homelessness.</li> </ul>                  | <ul style="list-style-type: none"> <li>• Eliminate the Implementation Board.</li> <li>• One Governing Board comprised of a total of twelve members.</li> <li>• Nine will be the same elected officials currently serving on the Governing Committee.</li> <li>• Three will be members with lived experience of homelessness who should also possess experience in: policies that promote racial-ethnic equity, fiscal oversight, business operations and strategy, Continuum of Care, homeless services and related academic research.</li> <li>• Each Caucus – Seattle, King County and the Sound Cities Association – will be responsible for appointing one member with lived experience.</li> </ul> |

| Topic                                    | Sec., Pg. (Att B)                                 | Original ILA  | Revised ILA  |
|--|---|---|--|
| Powers and Duties of the Governing Board | Article VIII<br>Section 2,<br>starting on page 29 | <p>Duties of the Implementation Board include:</p> <ul style="list-style-type: none"> <li>• Adopt annual work plan</li> <li>• Develop recommendations for Governing Board for annual budget and “Goals, Plans and Policies,” which are defined as major strategic planning documents</li> <li>• Conduct performance evaluations of the Chief Executive Officer (CEO).</li> </ul> <p>Duties of the Governing Committee include:</p> <ul style="list-style-type: none"> <li>• Approve the annual budget, performance metrics and “Goals, Policies and Plans.”</li> <li>• Approve performance metrics</li> <li>• Confirming or terminating the CEO</li> </ul> <p>Certain actions – such as approving strategic plans, approving the budget and confirming the CEO, require a two-thirds vote of the Governing Committee. Removal of the CEO requires an affirmative vote of nine members. All other votes require a simple majority.</p> | <p>Combines the powers of the Implementation Board and Governing Board and adds additional powers:</p> <ul style="list-style-type: none"> <li>• Approve and amend policies and plans, which are defined as major strategic documents, annual workplans, performance metrics and any other course of action that substantially changes the Authority’s delivery of Homeless Services.</li> <li>• Approve annual budgets</li> <li>• Approve new initiatives and programs</li> <li>• Approve performance metrics</li> <li>• Monitor and evaluate performance of KCRHA, homeless system and homeless programs</li> <li>• Regularly review financial reports</li> <li>• Consult with CEO on labor parameters for the negotiation of any labor agreements</li> <li>• Monitor progress on implementing strategic plans and annual workplans</li> <li>• Stay apprised of significant staffing and organizational changes</li> <li>• Approve policies and procedures for competitive procurement of services</li> <li>• Conduct evaluation of CEO</li> <li>• Regularly reviewing information from the Authority, in its capacity as the CoC Lead Entity</li> </ul> <p>Rules regarding the percentage/and or number of votes for certain actions are the same as the original ILA.</p> |



| Topic                         | Sec., Pg. (Att B)                          | Original ILA  | Revised ILA  |
|-------------------------------|--|---|--|
| Continuum of Care (CoC) Board | Article IX, Section 4, starting on page 45 | <ul style="list-style-type: none"> <li>• CoC Board acts as an Advisory Committee to the Implementation Board and appoints the lived experience members to the Governing Committee and the Implementation Board.</li> <li>• The CoC is a federal program, regulated under 24 CFR Part 578, that provides funding to address homelessness and promote strategic, community-wide coordination of resources. To receive CoC funding, region must establish a CoC Lead Entity, CoC General Membership group and CoC board to act on behalf of the Continuum. Under 24 CFR Part 578, the CoC Board controls policy decisions such as funding priorities for the annual CoC application to HUD and the Coordinated Entry process; its membership must be representative of relevant organizations and projects serving homeless subpopulations in King County and have at least one member with lived experience. In 2024, KCRHA received about \$60 million in CoC funding, in addition to funds provided to King County not managed by KCRHA.</li> </ul> | <ul style="list-style-type: none"> <li>• Provides an option for the Continuum of Care Board to serve as the Advisory Committee to the Governing Board</li> <li>• Structured as option, not requirement, because the CoC Board is an independent entity regulated by federal statute.</li> <li>• The Continuum of Care Board no longer appoints members with lived experience.</li> </ul> |

| Topic            | Sec., Pg. (Att B)                           | Original ILA  | Revised ILA  |
|------------------|---|---|--|
| CEO Expectations | Article IX, Section 5, starting on page 47) | <p>CEO responsibilities:</p> <ul style="list-style-type: none"> <li>• Largely focused on creating staffing plan during KCRHA's start-up phase</li> <li>• Must provide a quarterly report to the Governing Committee on KCRHA's performance, implementation of the Five-Year Plan and performance metrics</li> <li>• Must present at least annually to the Seattle Council and King County Council.</li> </ul> | <p>CEO responsibilities include:</p> <ul style="list-style-type: none"> <li>• Ensure effective operations of Authority and carrying out all Policies and Plans approved by the Governing Board</li> <li>• Provide the Governing Board sufficient time and opportunity to shape Policies and Plans</li> <li>• Be the lead party responsible for negotiating labor agreements and negotiate such agreements based on consultations with the Governing Board</li> <li>• Track and report on philanthropic activities and contributions, including major initiatives related to homelessness.</li> <li>• Provide regular reports on CoC activities and pro-actively report any CoC issues and planned actions to address them</li> <li>• Provide regular financial reports</li> <li>• Provide on-going reporting and documentation to the Governing Board as needed or requested to ensure the Governing Board can provide sufficient fiduciary oversight, strategic and policy direction and performance monitoring of the Authority</li> <li>• Present annually to the Seattle City Council and King County Council</li> </ul> |

**ATTACHMENT B**

Proposed Amended and Restated King County Regional Homelessness Authority  
Interlocal Agreement

(Track Changes as Compared to Original)

**AMENDED AND RESTATED INTERLOCAL AGREEMENT FOR THE  
ESTABLISHMENT OF THE KING COUNTY REGIONAL  
HOMELESSNESS AUTHORITY BETWEEN KING COUNTY AND  
THE CITY OF SEATTLE PURSUANT TO RCW 39.34.030**

**~~Dated December 11, 2019~~**  
**Amended and Restated DATE**

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**AMENDED AND RESTATED INTERLOCAL AGREEMENT FOR THE  
ESTABLISHMENT  
OF THE KING COUNTY REGIONAL HOMELESSNESS AUTHORITY  
AMENDED AND RESTATED DATE**

This Amended and Restated Interlocal Agreement (“Agreement”) for the Establishment of the King County Regional Homelessness Authority is between The City of Seattle, a first-class city of the State of Washington (“Seattle”) and King County (the “County”), the largest urban County of the State of Washington.

**RECITALS:**

WHEREAS, the federal and ~~state government, King-Washington State governments, the County (the “County”),~~ and jurisdictions across the County, including ~~the City of Seattle (“Seattle”),~~ currently fund programs to provide services to individuals and families experiencing homelessness, but homelessness and housing insecurity remain ~~a~~ chronic and serious ~~problem~~problems; and

WHEREAS, the County and Seattle ~~have~~ entered into a Memorandum of Understanding ~~dated on~~ May 3, 2018, proposing a partnership to more effectively and consistently coordinate their provision of such services; and

WHEREAS, cities and counties are authorized to enter into interlocal cooperation agreements in accordance with chapter 39.34 RCW (the “Interlocal Cooperation Act”) to jointly provide services; and

WHEREAS, Seattle and the County ~~have~~ determined that a joint and cooperative undertaking to coordinate services within an equitable operational framework centering on people with lived experience of homelessness will enable and facilitate joint planning, program funding and establishing standards for and accountability of programs, ~~and~~ thereby improving the delivery of services and enhancing outcomes for those receiving such services; and

~~WHEREAS, Seattle and the County have committed to assessing the needs and specific recommendations for homelessness solutions through a Regional Action Plan; and~~

WHEREAS, people of color have been, and continue to be, overrepresented among those who struggle with homelessness and housing instability and, in order to successfully address homelessness, Seattle and the County seek to address the racial disparities among those experiencing it; and

WHEREAS, ~~Seattle and the Parties desire to enter~~County entered into ~~this~~the Interlocal Agreement for the ~~purpose~~Establishment of the King County Regional Homelessness Authority (“Authority”), effective December 18, 2019 (the “Original ILA”); and

WHEREAS, the Authority serves a key role in rendering homelessness in King County rare, brief, and non-recurring; and

WHEREAS, with the Original ILA having been in effect for nearly five years, Seattle and the County have determined that changes are desired, including streamlining the governance structure to improve oversight and accountability and making other changes to clarify roles,

responsibilities, and processes, with the overall goal of facilitating the ~~formation, administration,~~  
~~and operation of an independent governmental agency (as further defined herein as the~~  
~~“Authority”); effective delivery and coordination of services for individuals experiencing~~  
homelessness.

NOW THEREFORE, it is hereby agreed and covenanted among the undersigned as follows:

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## **ARTICLE I**

### **DEFINITIONS**

As used herein the following capitalized terms shall have the following meanings. Terms not otherwise defined herein shall have their dictionary meaning. \_

“Advisory Committee” means the committee ~~recognized by the Implementation Board~~ serving as the Continuum of Care Board created by the Continuum of Care pursuant to 24 CFR Part 578 or its successor regulation and recognized by the Governing Board to serve in an advisory capacity to the ~~Implementation~~Governing Board as set forth herein.

~~““Annual Budget” means the Authority’s annual budget, approved by the Governing Board, inclusive of all committed and anticipated fund sources, for the most current or upcoming calendar year.~~

~~“Amendment Effective Date” is the date when the Amended and Restated Agreement” means this Interlocal- is effective, which shall be the date of the last signature of a Party.~~

~~“Agreement for the Establishment of the King County Regional Homelessness Authority,” means the Original ILA (defined in the Recitals) as it may be amended from time to time and restated herein.~~

“Authority” means the King County Regional Homelessness Authority formed by the Parties as a separate governmental administrative agency pursuant to RCW 39.34.030~~(3)~~.

“Bylaws” mean the Bylaws of the Governing ~~Committee and the Implementation Board, respectively, and~~ as they may be amended from time to time.

“Chief Executive Officer” means the Chief Executive Officer ~~or similar office recommended by the Implementation Board and~~ confirmed by the Governing ~~Committee~~Board as provided herein.

“Contract Holder” means an entity with which the Authority contracts to perform a Homeless Service or other work.

~~“Continuum of Care” or “CoC” means the Federal Department of Housing and Urban Development’s Continuum of Care Program (24 CFR 578) as amended by the Homeless Emergency Assistance and Rapid Transition to Housing Act and related requirements and responsibilities.~~

“County” means King County, a municipal corporation and a home rule charter county organized under the laws of the State of Washington.

“County Council” means the legislative authority of the County.

“County Executive” means the King County Executive.

“Customers” means individuals and families experiencing homelessness or who are at imminent risk of experiencing homelessness.

~~“Effective Date” means the date that this Agreement becomes effective between the County and Seattle, which shall be the date of the last signature of a Party.~~

“Five-Year Plan” means the five-year implementation plan developed by the Authority, ~~endorsed by the Implementation Board~~ and approved by the Governing Committee. ~~The Five-Year Plan shall incorporate requirements of the Master Agreements from Parties, and requirements of the Funders, and may be informed by the Regional Action Plan, if on June 1, 2023, as amended or replaced by any, successor plan the Governing Board approves to guide the Authority’s operations. The Five Year Plan shall incorporate principles of equity and social justice and shall identify strategies to reduce homelessness in at least the following populations: youth and young adults, families, veterans, single adults, seniors, and those experiencing acute behavioral health challenges~~long-term planning efforts.

“Funder” means a person or entity that provides Resources to the Authority to be used in the furtherance of the Authority’s purposes and mission.

~~"Goals, Policies, and Plans" means major strategic planning documents that guide the Authority's operations, including but not limited to the Five-Year Plan.~~

"Funding Request" means the budget that the Authority submits to each Party for consideration for the following fiscal year.

"Governing Board" means the board established pursuant to this Agreement to serve as the governing and oversight body for the Authority.

"Governing Board Member(s)" or "Member(s) of the Governing Board" shall mean individuals appointed to the Governing Board.

"Governing Committee" means the oversight committee established pursuant to ~~this Agreement and Article VIII of the Original ILA~~ that ~~shall serve~~served as the administrator for the Authority ~~during the Original ILA's term~~.

~~"Governing Committee Members" or "Members of the Governing Committee" shall mean members of the Governing Committee.~~

~~"Homeless Services" means shelter, day centers, hygiene facilities, housing, and related services to assist Customers.~~

~~"Homelessness~~

"Homeless Services" means programs that serve Customers' immediate needs related to homelessness and housing instability, such as congregate and non-congregate shelter, hygiene centers, diversion programs, rapid rehousing programs, safe parking, including for recreational vehicles, and transitional housing.

"Homeless Services Provider" means an entity that provides Homeless Services to Customers ~~but not pursuant to a contract with the Authority.~~

"Implementation Board" means the body ~~that was~~ responsible for advising the Governing Committee, ~~pursuant to this Interlocal Agreement.~~

~~"Implementation Board Members" or "Members of the Implementation Board" shall mean members of the Implementation Board ~~during the Original ILA's term.~~~~

"Interlocal Cooperation Act" means chapter 39.34 RCW as the same now exists or may hereafter be amended, or any successor act or acts.

"Lived Experience" means current or past experience of housing instability or homelessness, including individuals who have accessed or sought ~~homeless services~~Homeless Services while fleeing domestic violence and other unsafe situations.

~~"Marginalized Demographic Populations" means groups or communities affected by structural racism, ableism, homophobia, transphobia, misogyny or other sources of inequities and disproportionately experiencing or at imminent risk of experiencing homelessness.~~

“Master Services Agreement” means the contract between the Authority and a Party that memorializes the services the Authority will provide in exchange for the Party’s funding of the Authority or other consideration.

“Original ILA” is defined in the Recitals.

“Policies and Plans” means 1) major strategic documents which identify goals, strategies, or actions that drive and inform the Authority’s major bodies of work, including but not limited to the Five-Year Plan, sub-regional plans and annual work plans; 2) performance metrics used to assess agency, provider, and system performance; and 3) a course of action that substantially changes the Authority’s delivery of Homeless Services, including major changes in procurement policies that may lead to significant shifts in the types and availability of services provided.

“Party” or “Party to this Agreement” means the County and Seattle: individually. “Parties” means ~~more than one Party~~ the County and Seattle collectively.

“RCW” means the Revised Code of Washington.

“Resources” means those monies, employee time and facility space provided by an entity, either through contract or donation to support the operation of the Authority or the operation of Homeless Services.

~~“Regional Action Plan” or “RAP” means the plan created by the community to identify regional resource needs and guide decision-making goals to end homelessness. The initial RAP was prepared in 2020 through community discussions led by the Corporation for Supportive Housing. The RAP is intended to guide decision-making for the region, and not just be a plan that may inform the work of the Authority, and is necessarily much broader in scope than the Authority’s Five-Year Plan.~~

“SCA” means the Sound Cities Association or successor interest.

“Seattle” means ~~the~~The City of Seattle, a municipal corporation and first-class home rule city organized under the laws of the State of Washington.

“Seattle City Council” means the legislative authority of ~~the~~ Seattle.

“Seattle Mayor” means the Mayor of Seattle.

“State” means the State of Washington.

“Sub-Regional Planning Activity” means efforts to analyze and articulate local needs, priorities and solutions to address homelessness across the different areas of the County, inclusive of Seattle and north, east, south, and rural King County.

~~““Subscribing Agencies””~~ means governmental entities, including but not limited to the State, counties other than King County, cities other than Seattle and housing authorities that contract, pursuant to the terms of this Agreement, with the Authority for the Authority’s services.

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## ARTICLE II

### AUTHORITY FOR KING COUNTY REGIONAL HOMELESSNESS AUTHORITY

#### **Section 1. King County Regional Homelessness Authority.**

In accordance with RCW 39.34.030, this Agreement is entered into by and between Seattle and the County to establish a separate governmental administrative agency to accomplish the purpose and mission set forth herein and as this Agreement may be amended from time to time. The name of such ~~separate governmental administrative~~ agency shall be the "King County Regional Homelessness Authority" (the "Authority"). The Authority is a public agency formed pursuant to this Agreement and Interlocal Cooperation Act for the purposes set forth herein.

### ARTICLE III DURATION OF AUTHORITY

**Section 1. — ~~Duration. Except as provided in Section 3~~Term of this Article III, the Agreement.** This Agreement was first effective on December 18, 2019, for an initial duration of ~~this Agreement shall be~~ five (5) years ~~from its Effective Date, with an automatic renewal starting in the sixth year~~ and the term continues in effect for an indefinite period ~~or~~ until terminated by ~~the Parties~~ either Party.

**Section 2. Termination. — ~~Withdrawal.~~** No Party is permitted to unilaterally withdraw until this Agreement has been in force at least five (5) years from the Effective Date; provided however, the Parties ~~Either Party~~ may agree to terminate this Agreement within the initial five (5) year period.

**~~Section 3. —~~** by an authorizing resolution or motion of its ~~Termination.~~ This Agreement may be terminated by written, mutual agreement of the Parties and only after the legislative authorities of the Parties have authorized the termination by motion or resolution; provided however, the body that is delivered to the other Party, with a copy to the Authority. The effective date of the termination shall ~~be not be~~ less than ~~one (1) year~~ 12 months from the ~~later~~ date that the County's motion ~~and/or~~ Seattle's resolution has been delivered to the ~~Authority. other Party, with a copy to the Authority, unless the Mayor of Seattle and King County Executive jointly agree that termination can and should occur more quickly.~~ The Parties shall jointly undertake ~~with~~ the dissolution of the Authority to protect the public interest and prevent impairment of obligation, or if authorized by law, authorize or initiate proceedings in the Superior Court for the appointment and supervision of a receiver for such purposes.

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## ARTICLE IV

### PURPOSE, MISSION, SCOPE OF WORK, AND GUIDING PRINCIPLES OF THE AUTHORITY

**Section 1. Purpose.** The Authority is a ~~regional, independent~~separate governmental ~~administrative~~ agency under RCW 39.34.030, the purposes of which are:

A. Administering funding for consolidated, aligned homelessness services for individuals and families who are experiencing homelessness or who are at imminent risk of experiencing homelessness in the jurisdictional boundaries of King County;

B. Receiving Resources from the County, Seattle, Funders and other public, federal, non-profit and other private sources for the purposes of the Authority, and applying such Resources as permitted by this Agreement; and

C. Providing such other services as determined to be necessary to implement this Agreement.

**Section 2. Mission.** ~~Providing~~Administering effective, performance-based Homeless Services to support a high-functioning homelessness crisis response system to significantly decrease the incidence of unsheltered homelessness across King County using equity and social justice principles.

**Section 3. Scope of Work.** The focus and scope of the Authority's work shall encompass the following activities:

A. Administer contracts for Homeless Services programs that are in keeping with Policies and Plans adopted by the Governing Board and supported by Authority Resources, that support providing consolidated, aligned services for individuals and families who are experiencing homelessness or who are at imminent risk of experiencing homelessness in the jurisdictional boundaries of King County, as such services may be revised or expanded from time to time consistent with the Five Year Plan or successor planning document and principles set forth in this Agreement; King County,

~~Receiving revenues~~B. Conduct competitive procurement processes for Homeless Services,

C. Improve the delivery and coordination of Homeless Services, including through development of performance outcomes, standardized contract terms, strategic use of data, providing training to Homeless Service providers, and building the capacity of Homeless Service providers to implement best practices and service improvements,

D. Develop severe weather policies and administer severe weather responses for people experiencing homelessness, including contracts for seasonal weather shelters,

E. Serve as the Continuum of Care Lead Entity, as long as designated as such, which includes:

1. Administering the Coordinated Entry System,
2. Coordinating the regular Continuum of Care application to the Department of Housing and Urban Development,
3. Administering the Homelessness Management Information System (HMIS),
4. Administering Continuum of Care contracts, as applicable, and
5. Conducting the Point in Time Count,

F. Collect, evaluate, and report on data regarding the performance of homelessness programs and the homelessness system as a whole and standardize the collection of data to facilitate reporting,

G. Lead and implement Sub-Regional Planning activities in consultation with the various cities within each of the sub-regions, along with input from the County, Seattle, Funders Governing Board, and the Sound Cities Association as appropriate,

H. Maintain an Office of the Ombuds (see Article IX, Section 6 for more detail),

I. Implement the Five-Year Plan, or successor plans,

J. Other responsibilities as approved by the Governing Board, including through the adoption of Policies and Plans and acceptance of new funding, and

K. The Authority's role related to the provision of permanent housing shall be limited to those activities for which it is responsible in its role as COC Lead Entity and other public and private sources for the purposes of activities the Governing Board has provided the Authority, and applying such revenues as permitted by this Agreement; and approval to explicitly contract for with Funders.

~~Providing such other services as determined to be necessary to implement this Agreement.~~

~~**Section 2. Mission.** The mission of the Authority is to significantly decrease the incidence of homelessness throughout King County, using equity and social justice principles.~~

**Section 34. Guiding Principles.** The ~~parties hereto~~Parties agree that the establishment of the Authority is necessary to consolidate funding and contracts for homelessness crisis response systems under one regional entity ~~which that~~ acts according to the following principles, as may be amended by the Governing ~~Committee~~Board from time to time:

A. The Authority shall establish ongoing procedures, policies and mechanisms to ensure accountability to its Customers, its contract agencies, its ~~funders~~Funders, and the public.

B. The Authority shall be accountable in its decision-making processes and strategic planning to its Customers' experiences and to persons with Lived Experience.

C. The Authority shall proactively address racial-ethnic and other statistical disproportionalities amongst the population of people experiencing homelessness, ~~including addressing racial-ethniesuch as, but not limited to, racism, ableism, homophobia, and other forms of~~ inequities in the development, delivery, and evaluation of services in the homeless service system. ~~The Authority shall proactively seek to eliminate disproportionalities in the population experiencing homelessness and outcomes for people experiencing homelessness by directly addressing structural racism, ableism, homophobia, transphobia, misogyny and other sources of inequities.~~

~~(i) The Authority shall establish clear protocols for decision making that are easily understood by community members, Customers, and other stakeholders. These protocols shall have a clear process for Customer and provider input.~~

D. The Authority shall make data-driven decisions and develop policies and practices to incorporate best practices and quantitative and qualitative data in the development of policies, programs, and funding decisions. It shall collect and analyze a broad array of data reflecting the performance and impact of its funded programs. The Authority shall collect and analyze data that enables tailored approaches for communities disproportionately impacted by the experience of homelessness and different sub-regions within King County. The Authority shall establish community-informed indicators, performance measures, and outcomes that draw on both quantitative and qualitative data.

E. The Authority shall support continuous improvement of key systems and evaluate community impact, including community engagement, Customer engagement, Continuum of Care compliance, and an Office of the Ombuds.

F. The Authority shall advance equity and social justice in its processes, policies, and outcomes by proactively seeking to eliminate racial-ethnic disproportionalities and other statistically disproportionate inequities in the population experiencing homelessness and to eliminate disparities in outcomes for people experiencing homelessness. The Authority shall establish and operate under an equity-based decision-making framework to inform its policy recommendations to the Governing Board, business process, and funding decisions. This equity-based decision-making framework shall provide for inclusion of Customers of the service system in decisions that will affect them; specify a framework for examining policy and making recommendations to the Governing Board, business process, and funding decisions with an explicit equity and racial justice analysis; and shall make recommendations to the Governing Board on how to measure, evaluate, and respond to the impact of its decision-making on its goals of advancing equity. This framework shall be

informed by people with Lived Experience and be approved by the Governing Board of the Authority.

G. The Authority shall, where possible and as revenue and budgeting allows, implement and support contracting processes and provider staff pay structures that promote high quality services, service system professionalization, and reduction of undue provider staff turnover.

H. The Authority shall ~~create long-term institutional alignment across systems to meet~~ be guided by housing first and other approaches consistent with research, best practices, and innovation and that address the individual needs of people at imminent risk of becoming homeless and those experiencing homelessness. The Authority shall adopt an evidence-based, housing first orientation and shall inform and support regional efforts to increase development of new 0—30% AMI, including but not limited to comprehensive substance use disorder treatment, recovery housing, and preserve existing affordable housing, with a priority for permanent supportive housing, behavioral health services.

~~(ii)~~ I. The Authority shall value distinctions in local context, needs and priorities through effective Sub-Regional Planning ~~Activity~~ Activities. The Authority shall provide capacity to work with stakeholders from geographically diverse parts of the region to analyze, identify, and

implement priority services distinct to those sub-regions. Sub-regions shall be defined by the ~~Authority~~Governing Board, taking into consideration established sub-regional definitions including the spheres of influence for A Regional Coalition for Housing (ARCH) and the South King Housing and Homeless Partners (SKHHP) as well as any established County guidance.

#### **~~Section 4. Initial Start-Up; Scope of Work~~**

~~In addition to carrying out the terms of this Agreement and complying with the terms of Master Agreements that provide funding to the Authority, the Authority will, among other things:~~

~~a. Develop, within six months of the first Implementation Board meeting, an initial work plan that describes an organizational structure, a plan for initial implementation of contracted Homeless Services on behalf of the County and Seattle under the terms of their respective Master Agreements, and a description of goals and activities that the Authority will undertake until approval of its first Five Year Plan. Such work plan will be recommended by the Implementation Board and approved by the Governing Committee.~~

~~b. Within the first 18 months of operations, the Authority shall work with current and former Customers and other stakeholders to develop a Five Year Plan. The Authority's Five Year Plan may be informed by the Regional Action Plan. The Five Year Plan shall be recommended by the Implementation Board, approved by the Governing Committee and periodically updated as provided herein. The Five Year Plan shall:~~

~~(i) include a theory of change;~~

~~(ii) include specific, measurable actions, outcomes and goals, informed by the Regional Action Plan, that the Authority will take and track progress toward; and~~

~~(iii) provide for Sub-Regional Planning Activities to be developed with input from the Governing Committee, Advisory Committee and the Sound Cities Association.~~

~~c. Develop processes for procurement of services addressing homelessness.~~

~~d. Develop form contracts with Homelessness Service Providers with consistent terms, conditions and performance evaluation criteria.~~

~~e. Develop consistent standards for the comprehensive data collection, monitoring, and evaluation of systems and program performance.~~

~~f. Support continuous improvement of key system interventions (such as emergency services and homeless housing) and evaluate community impact, including community engagement, Customer engagement, and continuum of care compliance, and support an Office of the Ombuds.~~

J. When appropriate, the Authority shall solicit feedback from contracted Homeless Service Providers to help inform decision-making processes, strategic planning, and efforts to improve the delivery and coordination of Homeless Services.

## ARTICLE V- POWERS OF AUTHORITY

**Section 1. Powers.** Except as otherwise limited by ~~Washington~~ State law and this Agreement, the Authority shall have all powers, privileges or authority that may be exercised or capable of exercise by both the County and Seattle necessary or convenient to effect the purposes for which the Authority is established and to perform authorized Authority functions, including without limitation the power to:

A. Own, lease, acquire, dispose of, exchange and sell real and personal property;

B. Contract for any Authority purpose with individuals, associations and corporations, municipal corporations, the County, Seattle, any city other than Seattle, ~~any Additional-Party~~, any agency of the State or its political subdivisions, and the State, any Indian Tribe, and the United States or any agency or department thereof;

C. Provide for, carry out, and implement the provisions of this Agreement;

D. Sue and be sued in its name;

E. Lend its monies, property, credit or services, or borrow money;

F. Do anything a natural person may do;

G. Perform and undertake all manner and type of community services and activities in furtherance of the carrying out of the purposes or objectives of any program or project heretofore or hereafter funded in whole or in part with funds received from the United States, ~~state~~State, county, or other political entity, or any agency or department thereof, or any other program or project, whether or not funded with such funds, which the Authority is authorized to undertake by ~~Federal~~federal or ~~Washington~~ State law, County, or Seattle ordinance, County motion or Seattle resolution, by agreement with the County, Seattle, or as may otherwise be authorized by the County or Seattle;

H. Transfer any funds, real or personal property, property interests, or services, with or without consideration;

I. Receive and administer governmental or private property, funds, goods, or services for any lawful public purpose;

J. Purchase, acquire, lease, exchange, mortgage, encumber, improve, use, manage, or otherwise transfer or grant security interests in real or personal property or any interests therein; grant or acquire options on real and personal property; and contract regarding the income or receipts from real property;

K. Secure financial assistance, including funds from the United States, a state, or any political subdivision or agency ~~effor~~ either ~~for corporate~~ Authority projects ~~and or~~ activities;

L. Contract for, lease, and accept transfers, gifts or loans of funds or property from the United States, a state, and any political subdivision or agency of either, including property acquired by any such governmental unit through the exercise of its power of eminent domain, and from corporations, associations, individuals or any other source, and to comply with the terms and conditions ~~therefor~~ thereof;

M. Manage, on behalf of the United States, a state, and any political subdivision or agency of either, any property acquired by such entity through gift, purchase, construction, lease, assignment, default, or exercise of the power of eminent domain;

N. Initiate, carry out, and complete such capital improvements of benefit to the public consistent with this Agreement;

O. Recommend to the United States, a state, and any political subdivision or agency of any of them, such security measures as the Authority may deem appropriate to maximize the public interest in the County;

P. Provide advisory, consultative, training, educational, and community services or advice to individuals, associations, corporations, or governmental agencies, with or without charge;

Q. Control the use and disposition of ~~corporate~~ Authority property, assets, and credit;

R. Invest and reinvest its monies;

S. Fix and collect charges for services rendered or to be rendered, and establish the consideration for property transferred;

T. Maintain books and records as appropriate for the conduct of its affairs and make such books and records available as required by law and this Agreement;

U. Carry on its operations, and use its property as allowed by law and consistent with this Agreement; designate agents, and hire employees, prescribing their duties, qualifications, and compensation; and secure the services of consultants for professional services, technical assistance, or advice; and

V. Exercise and enjoy such additional powers as may be authorized by law, except as may be expressly limited by the terms of this Agreement.



## ARTICLE VI

### LIMITS ON AUTHORITY POWERS

**Section 1. Limits on Authority Powers.** The Authority in all activities and transactions shall be limited in the following respects:

A. The Authority shall have no power to issue debt or to levy taxes.

B. The Authority may not incur or create any liability that permits recourse by any contracting party or member of the public against any assets, services, Resources, or credit of the County or Seattle, unless otherwise explicitly agreed to in writing by such ~~entity~~Party.

C. No funds, assets, or property of the Authority shall be used for any partisan political activity or to further the election or defeat of any candidate for public office; nor shall any funds or a substantial part of the activities of the Authority be used for publicity or educational purposes designed to support or defeat legislation pending before the Congress of the United States, or any state legislature or any governing body of any political entity; provided, however, that funds may be used for representatives and staff of the Authority to communicate with governmental entities and members of Congress of the United States or any state legislature or any governing body of any political entity concerning funding and other matters directly affecting the Authority, so long as such activities do not constitute a substantial part of the ~~Authority's~~Authority's activities and unless such activities are specifically limited in this Agreement.

D. All revenues, assets, or credit of the Authority shall be applied toward or expended upon services, projects, and activities authorized by this Agreement. No part of the revenues, assets or credit of the Authority shall inure to the benefit of, or be distributable as such to, ~~Implementation Board Members,~~ Governing ~~Committee~~Board Members, members of the Advisory Committee or other committees, officers or other private persons, except that the Authority is authorized and empowered to:

1. Provide a per diem to ~~Implementation—nongovernmental Governing~~ Board Members ~~and—Governing—Committee—Members~~ who ~~have—experienced homelessness—request compensation because serving on the Governing Board presents a financial hardship;~~

2. Reimburse Governing ~~Committee Members,~~ ~~Implementation~~ Board Members, members of the Advisory Committee or other committee, and employees and others performing services for the Authority for reasonable expenses actually incurred in performing their duties, and compensate employees and others performing services for the Authority a reasonable amount for services rendered;

~~(i) —~~3. Assist ~~Implementation Board Members,~~ Governing ~~Committee~~Board Members, members of the Advisory Committee or other committee, or employees as members of a general class of persons who receive services provided by or through

the Authority as long as no special privileges or treatment accrues to such ~~Implementation-Governing~~ Board Members, ~~Governing Committee Members~~, members of the

Advisory Committee or other committee or employees by reason of their status or position in the Authority;

(iii).—4. To the extent permitted by law, as subject to the provisions of Section 5 of Article VIII, defend and indemnify any ~~current or~~ former Implementation Board ~~Members, members, any former~~ Governing Committee members, any current or former Governing Board Members, or employees ~~as provided herein~~;

5. Purchase insurance to protect and hold personally harmless any ~~current or~~ former Implementation Board ~~Members, members, former~~ Governing Committee members, current or former Governing Board Members, or ~~employee~~employees and their successors from any action, claim, or proceeding instituted against the foregoing individuals arising out of the performance, in good faith, of duties for, or employment with, the Authority during the applicable time periods of their performance and to hold these individuals harmless from any expenses connected with the defense, settlement, or monetary judgments from such actions, claims, or proceedings. The purchase of such insurance and its policy limits shall be discretionary with the ~~Implementation~~Governing Board ~~Members~~, and such insurance shall not be considered to be compensation to the insured individuals. The powers conferred by this ~~Section~~Subsection 1.~~d~~D.5. of Article VI shall not be exclusive of any other powers conferred by law to purchase liability insurance; and

6. Sell assets for a consideration greater than their reasonable market value or acquisition costs, charge more for services than the expense of providing them, or otherwise secure an increment in a transaction, or carry out any other transaction or activity, as long as such gain is not the object or purpose of the Authority's transactions or activities, and such gain shall be applied to providing Homeless Services, and as long as no Party is charged more than its total annual or biennial allocation as provided in this Agreement.

E.. The Authority shall not issue shares of stock, pay dividends, make private distribution of assets, make loans to its ~~Implementation~~Governing Board Members, ~~Governing Committee Members~~committee members, or employees or otherwise engage in business for private gain.

## **Section 2. Limitation on Liability.**

All debts, obligations and liabilities incurred by the Authority shall be satisfied exclusively from the assets and properties of the Authority and no creditor or other person shall have any right of action against the County, Seattle, Funders or any other public or private entity or agency on account of any debts, obligations, or liabilities of the Authority unless explicitly agreed to in writing by the County, Seattle, Funders or such entity or agency.

## **Section 3. Mandatory Disclaimer.**

The following disclaimer shall be posted in a prominent place where the public may readily see it in the Authority's principal and other offices. It shall also be printed or stamped on all contracts and other documents that may entail any debt or liability by the Authority. Failure to display, print or stamp the statement required by this Section 3 of Article VI shall not be taken as creating

any liability for any entity other than the Authority.

The King County Regional Homelessness Authority (the “Authority”) is ~~an independent~~ separate governmental, administrative agency created pursuant to an Interlocal Agreement between King County and the City of Seattle pursuant to RCW 39.34.030. All liabilities incurred by the Authority shall be satisfied exclusively from the assets and properties of the Authority and no creditor or other person shall have any right of action against King County, the City of Seattle, or any other public or private entity or agency on account of any debts, obligations, or liabilities of the Authority unless explicitly agreed to in writing by such entity or agency.

## **ARTICLE VII ~~BUDGETING AND~~ ~~CONTRACTING~~ BUDGETING AND CONTRACTING**

### **Section 1. Provision of Funds.**

A. The Authority shall annually submit a ~~proposed budget request~~ Funding Request to each of the Parties, ~~consistent with the budget approved by the Governing Committee.~~

Funding Requests shall be made by the Authority to the Parties at the time and in the form as determined to be necessary to comply with the fiscal and budget cycles of the individual Party and that is consistent with the ~~Resources provided by the Parties. Each Party shall review the proposed annual~~ budget request and strive to allocate monies to the Authority consistent with the budget request and overall Five Year Plan or successor planning documents; provided, that the County’s allocation shall be made biennially. The Authority’s proposed budget request for the County for the second year of the biennium shall describe the reason for any requested adjustments to the County’s budget appropriation for the biennium. instructions issued by each Party’s Executive branch. Parties shall provide monies to the Authority subject to the terms of each Party’s Master Services Agreement, the additional provisions in this Article VII, Section 1, and subject to each Party’s appropriation authority.

B. The Authority shall present its Funding Requests to each Party, as described in Section 1.A. of this Article VII, to the Governing Board for review prior to submitting it to each Party.

C. The Authority shall submit an Annual Budget to the Governing Board for review and adoption. The Authority’s Annual Budget shall be consistent with the funding appropriated by each Party in that Party’s adopted budget and any other applicable restrictions. The Governing Board should strive to approve the Authority’s Annual Budget for the coming fiscal year in advance of the fiscal year effective date but shall approve the Annual Budget no later than January 31 of the fiscal year in question. The Governing Board may provide further direction on additional information needed and the preferred form, level of detail, and timing of receipt.

D. It is Seattle’s intent to provide at least the same level of funding to the Authority that it budgeted in 2019 for the Homeless Services contracts anticipated to be transferred to the Authority and related administrative expenses, in all cases subject to annual budget appropriations. In 2019 that amount ~~is was~~ approximately \$73,000,000. ~~In accordance with Seattle’s funding shall be reduced to the foregoing extent Seattle anticipates providing the~~

following to the Authority, in all cases subject to annual budget appropriations: directly pays for programs and administration.

~~1. Initial, start-up funding of no more than \$2,000,000 for calendar year 2020 (or a pro rata portion if the Authority commences operations later than January 1, 2020), the Authority's expected first year of operation. In the event that the Authority determines that a portion of the initial, start-up funding is necessary on an ongoing basis to fully fund the administrative costs of the Authority so as not to reduce the level of Homeless Services provided in 2020 and subsequent years, the Authority may request additional funding from Seattle in an amount that demonstrates a shared investment in ongoing administrative costs between King County and Seattle; and~~

~~2. Except as otherwise provided in Section 1(h) of this Article VII, program and administrative funding of no less than \$73,000,000 for 2020 (or a pro rata portion commensurate with the needs of the Authority if the Authority commences administration of Homeless Services contracts later than January 1, 2020) and for each of the following three years,~~

~~and thereafter, funding as necessary for the Authority to acquire through contract Homeless Services and to fund the administrative costs of the Authority.~~

E. It is the County's intent to provide at least the same level of funding to the Authority that it budgeted in 2019 for the Homeless Services contracts anticipated to be transferred to the Authority and related administrative expenses, subject to annual budget appropriations. In 2019 that amount ~~is was~~ approximately \$55,000,000. In accordance with the foregoing, the County anticipates providing the following to the Authority, in all cases subject to budget appropriations:

~~3. Initial, start-up funding of no more than \$1,755,000 for calendar year 2020 (or a pro rata portion if the Authority commences operations later than January 1, 2020), the Authority's expected first year of operation. In the event that the Authority determines that a portion of the initial, start-up funding is necessary on an ongoing basis to fully fund the administrative costs of the Authority so as not to reduce the level of Homeless Services provided in 2020 and subsequent years, the Authority may request additional funding from King County in an amount that demonstrates a shared investment in ongoing administrative costs between King County and Seattle; and~~

~~4. Except as otherwise provided in Section 1(h) of this Article VII, program and administrative funding of no less than \$55,000,000 for 2020 (or a pro rata portion commensurate with the needs of the Authority if the Authority commences administration of Homeless Services contracts later than January 1, 2020) and for each of the following three years, and thereafter, funding as necessary for the Authority to acquire through contract Homeless Services and to fund the administrative costs of the Authority; provided, that such administrative funding shall include the cost of the space contributed by the County described in Section 1(d) of this Article VII.~~

1. The County agrees to make facilities available to the Authority for Authority operations. The County's funding to the Authority in Section 1 ~~(e).~~E. of this Article VII shall include the value of County space contributed by the County to the Authority.

2. The County's funding in Section 1 ~~(e).~~E. of this Article VII shall be reduced to the extent the County directly pays for programs and administration ~~during a transition period. Seattle's funding in Section 1(b) of this Article VII shall be reduced to the extent Seattle directly pays for programs and administration during a transition period.~~

F. The Parties ~~will~~shall enter into separate Master Services Agreements with the Authority setting forth each Party's respective processes and requirements to provide Resources or other consideration to the Authority pursuant to the terms and conditions set forth herein and in the Party's Master Services Agreement with the Authority. The Parties ~~will~~shall collaborate so that, to the extent possible, their Master Services Agreements have similar and consistent terms, conditions, and requirements so as to reduce inefficiencies and avoid any conflicting requirements for the Authority. The terms of the Master Agreements shall

be consistent with this Agreement; in the event of a conflict between a Master Agreement and this Agreement, the terms of this Agreement shall prevail.



G. The Parties ~~will~~shall use their best efforts to coordinate the development of their respective Master Agreements to ensure consistency and that the Authority ~~will~~shall be provided adequate Resources to optimize the provision of ~~services~~Homeless Services with appropriate accountability.

H. If the Authority applies for and receives ~~monies~~Resources which had, in prior years, been accredited to either Seattle or King County, then: (1) in future years, the amount of such monies shall be credited towards the allocations as defined in Section 1.~~b.2D.~~ and ~~Section 1.e.2E.~~ of this Article VII, respectively, and (2) the Authority shall give first priority to providing services to those persons who were previously served by such monies.

~~(b)~~ — I. Seattle or the County may reduce their expected funding, set forth in Sections ~~1.b.2D.~~ and ~~1.e.2E.~~ of this Article VII respectively, commensurate with reductions or eliminations of funding available for homelessness programs or services, by providing written notice to the Authority and executing a unilateral amendment to the affected Party's Master Services Agreement.

~~(i)~~ — J. The Authority shall comply with all ~~federal~~Federal, State, Seattle and County statutory and legal requirements, as applicable, in respect to all grant funds contributed by each Party.

~~(j)~~ — K. The Authority shall be subject to annual ~~audit~~audits by the State Auditor, and by Seattle and the County, at the option of each.

**Section 2. Information Required for Oversight of the Authority.** Each of the Master Agreements shall include provisions obligating the Authority to provide the following minimum information to each Party:

A. An annual operating budget displaying the various sources and uses of Authority revenues, with expenditures aggregated and disaggregated based on source;

B. Quarterly reporting on expenditures against budget, as well as full transparency into on-going spending provided by access to the Authority's financial systems;

C. Standards and procedures for the awarding of contracts to service providers, including means to measure outcomes;

D. Annual reports showing comparative outcomes by service providers and evaluations of contract performance;

~~(a) — A Five Year Plan for the funding of Homeless Services; and~~

E. Monthly reporting on cashflow projections when Authority cash balance becomes negative for two consecutive months or more.

F. An annual performance update on the Five-Year Plan or successor planning document.

**Section 3. Subscribing Agency Service Contracts for the Provision of Homeless Services.**

~~Nothing~~Subject to Board approval as needed under Article XI, Section 1, nothing herein shall prohibit the Authority from entering into contracts with Subscribing Agencies (“Subscribing Agency Contracts”) so long as (i) such contracts are subject to the availability of grant or other funding, (ii) upon request, copies of such contracts be provided to a Party, and (iii)

such Subscribing Agency Contracts do not impair the obligations of the Authority to any Party or any other contractors. In consideration for the Authority providing such Homeless Services to a Subscribing Agency, that Subscribing Agency shall either provide Resources to the Authority or align the Subscribing Agency's provision of related services consistent with the Authority's budget, the Five-Year Plan or successor planning document, and the Authority's ~~Goals, Policies,~~ and Plans as approved by the Governing ~~Committee~~Board. The Authority shall fund and provide services across the County regardless of whether a local jurisdiction is a Subscribing Agency to this Agreement.

## ARTICLE VIII ORGANIZATION OF AUTHORITY

**Section 1. Governing ~~Committee~~ A Board.** ~~As of the Amendment Effective Date, the Implementation Board and~~ Governing Committee, ~~created under the Original ILA are superseded and replaced by a Governing Board~~ comprised of elected officials serving ex officio and ~~individuals other members~~ representing ~~those individuals~~ with Lived Experience, ~~as described in this Article VIII. The Governing Board shall be formed to act as the administrator governing and oversight body for the Authority and for the purposes of performing the duties shall have the powers set out in this Agreement. In selecting Members to serve on the Governing Committee, the blocs referenced in Section 1.a. of this Article VIII shall strive to reflect the racial and ethnic makeup of King County residents overall to ensure the inclusion of members of racial and ethnic groups disproportionately experiencing homelessness.~~

A. Governing ~~Committee~~Board Composition. The Governing ~~Committee~~Board shall be composed of the following members:

~~the~~1. The County Executive ~~and two;~~

2. Two (2) members of the King County Council. One (1) of the two (2) Councilmembers shall represent a district that is in whole or in part located in Seattle and one (1) shall represent a district outside of Seattle;

~~the~~3. Seattle Mayor ~~and two;~~

4. Two (2) members of the Seattle City Council;

~~three~~5. Three (3) members who shall be elected officials from cities or towns other than Seattle and shall be appointed by the Sound Cities Association; and

~~three~~6. Three (3) members representing individuals with Lived Experience, ~~which~~ The City of Seattle, King County, and Sound Cities Association shall each appoint one member with Lived Experience. Each of these members shall be selected by the Advisory Committee, should possess demonstrable expertise, experience, and/or, if skill in one or more of the areas specified below:

- a. Implementation of policies and practices that promote racial-ethnic equity within an organization of similar size and responsibility to the ~~Advisory Committee has not yet been established,~~ Authority,
- b. Fiscal oversight of entities with budgets of similar size to the Authority,
- c. Direction or oversight of business operations and/or strategy of a large public or private entity or organization,
- d. Federal Continuum of Care program governance and operations,
- e. Provision of services for persons experiencing homelessness or related social services with an emphasis on serving populations disproportionately represented among those experiencing homelessness, and
- f. Academic research on topics related to homelessness and/or performance evaluation.

The elected members of the Governing Committee established under the Original ILA shall serve as members of the Governing Board created pursuant to 24 CFR Part 578 or successor regulation, which shall consider recommendations from the Coalition of Lived Experience or other groups representing until their existing respective terms end. The members who represented individuals with Lived Experience. The Advisory Committee shall prioritize appointing individuals with personal Lived Experience. At least one of the three (3) Members shall represent individuals with Lived Experience in areas outside Seattle. on the Governing Committee under the Original ILA shall continue serving as members on the Governing Board until the respective appointments are made by the City of Seattle, King County, and Sound Cities Association.

After selecting its three When future Governing Committee Members, a Board members are selected, each respective bloc referenced above in this Section

1.aA. of Article VIII shall notify the other blocs of the names and contact information for that bloc's

~~selected **Members**members.~~ Notice to the County shall be sent to both the County Executive and the Chair of the County Council. Notice to Seattle shall be sent to both the Seattle Mayor and the president of the Seattle City Council. Notice to SCA shall be sent to the SCA Executive Director. ~~Notice to the members representing individuals with Lived-Experience shall be sent to the Advisory Committee or, if the Advisory Committee has not yet been established, the Continuum of Care Board created pursuant to 24 CFR Part 578 or successor regulation. It is the intent of the Parties that selection of members for each blee-~~ referenced above in this Section 1.a. of Article VIII shall occur expeditiously so that the first meeting of the Governing Committee may occur within ninety (90) days of the Effective Date.

B. Transition Matters. All prior actions of the Governing Committee and Implementation Board, including but not limited to the adoption of the Five-Year Plan, shall remain valid and in force until those actions expire by their nature or until superseded or repealed by the Governing Board. The Implementation Board may continue to meet in an advisory capacity through the end of 2024 and may, in its discretion, provide the Governing Board with a final report. The indemnification provisions under Article VIII, Section 5 of the Original ILA shall continue in effect with respect to Governing Committee and Implementation Board members for the duration of any applicable statute of limitations period.

## **Section 2: Powers and Authority of the Governing Board**

The Governing Board is responsible for setting strategic policy direction for the Authority, providing fiscal oversight, and ensuring the Authority is making adequate progress in fulfilling its mission. The powers and authority of the Governing Board include:

### A. Approving or amending:

1. Policies and Plans, as defined in Article I,
2. Annual Budgets, including staffing and organizational structure, and
3. New or expanded initiatives and programs.

B. Approving and monitoring performance metrics and monitoring and evaluating the performance of the Homeless Services system and Homeless Services programs funded by the Authority, and directing changes as needed to improve performance.

### C. Providing fiduciary oversight, including through:

1. Annual review of year-end financial reports, and
2. Monitoring of year-to-date financials reports at least quarterly.

D. Monitoring the Authority's progress on the timely implementation of goals and key deliverables associated with Policies and Plans, including review of an annual work plan that contains projects and activities to be undertaken during the budget period.

E. Staying apprised of significant staffing and organizational changes.

F. Ensuring the Authority has effective leadership in place by conducting an annual Chief Executive Officer ("CEO") performance evaluation based on well-defined and mutually agreed upon performance expectations, overseeing CEO hiring and termination processes, establishing a process for determining an appropriate compensation package, and implementing other actions as needed to fulfill these obligations.

G. Approving policies and procedures for competitive procurement of services, including but not limited to policies concerning the allocation of funding across program types and across cities, towns, and unincorporated areas in King County. This includes any re-procurement of services across the system or within a major service category.

H. Approving policies and procedures for oversight of major expenditures and other transactions, to include but not be limited to delegation of contracting authority to the CEO and the minimum standards for procurement of goods, services, and property.

I. Regularly receiving and reviewing information from the Authority, in its capacity as the CoC Lead Entity, on issues such as Coordinated Entry performance and success in receiving CoC funds.

J. Providing direction to the CEO to initiate conversations with the CoC Board or HUD if changes are needed to improve performance in areas related to the CoC.

K. Consulting with CEO on labor parameters for the negotiation of any labor agreements with specifics provided for in Board by-laws as needed.

The Governing Board may reasonably expect and request Authority staff to provide information necessary to ensure it can carry out these powers and authority. The Governing Board may delegate discrete powers and authorities to subcommittees as described in bylaws or by resolution. The Governing Board may elect to delegate discrete powers and authorities under subsection B., D., G. and I. of this Section 2 to the CEO.

**Section 3: Actions Requiring Approval by Resolution and Voting.** A general or particular authorization and concurrence of the Governing ~~Committee~~Board by resolution shall be necessary for any of ~~the following transactions~~actions specified elsewhere in this Agreement for Governing Board approval or authorization and as provided in Section ~~1.b.(i) and Section 1.b.(iii)~~3 of this Article VIII.

Each individual Governing ~~Committee~~Board Member shall be a voting member and shall have one vote. A Governing ~~Committee~~Board Member may not split his or her vote on an issue. No voting by proxies or mail-in ballot is allowed. Voting by a designated alternate pursuant to the terms of the Bylaws or policies of the Authority is not considered a vote by proxy.

A. The following actions of the Governing ~~Committee~~Board shall require an affirmative vote of a majority of Governing ~~Committee~~Board Members present, provided quorum requirements in Section ~~1.d.4~~ of this Article VIII are met:

~~(1) — Remove Implementation Board Members for cause as provided in this Agreement;~~

1. Recommend to the County Council and Seattle City Council amendments to this Agreement;

2. Adopt and amend Bylaws of the Governing ~~Committee~~Board;

~~(2) Confirm Implementation Board Members in accordance with Section 2 of this Article VIII;~~

~~(3) — Approve for implementation the recommendations of the staffing plan and organization structure described at Section 5.a of Article IX;~~  
3. Approve performance metrics; and

4. Approve an annual work plan for the Authority;

5. Approve new or revised sub-regional plans;

6. Change the name of the Authority.;

7. Accept or convey an interest in real estate, except for i) lien releases or ii) satisfactions of a mortgage after payment has been received, or iii) the execution of a lease for a current term less than one (1) year;

8. To the extent permitted by State law, accept donation of money, property or other assets made to the Authority;

9. Adopt internal policies and procedures for oversight of major expenditures and other transactions;

10. Approve labor agreement for Authority staff.

B. The following actions shall require an affirmative vote of a two- thirds majority of Governing ~~Committee~~Board Members present, provided quorum requirements in Section ~~1.d.4~~ of this Article VIII are met:

1. Approve or amend ~~Goals,~~ Policies, and Plans;
2. Approve or amend the ~~annual budget recommended by the Implementation Board; and~~ Annual Budget;
3. Confirm the Chief Executive Officer.

C. Removal of the Chief Executive Officer shall require an affirmative vote of nine (9) Members of the Governing ~~Committee~~ Board.

#### Section 4: Organization

A. **Officers.** Members of the Governing ~~Committee~~ Board shall elect ~~a chair from among its Members, who shall serve a two-year term; officers as~~ provided ~~however, that nothing prevents the Governing Committee from appointing co-chairs under Article IX.~~

B. **Quorum.** At all meetings of the Governing ~~Committee~~ Board, a quorum of the Governing ~~Committee~~ Board must be present ~~in order to do business on any issue. A quorum shall be defined as nine (9) Governing Committee Members selected pursuant to Section members.~~  
1.f of this Article VIII.

~~b. — Annual Performance Report. The Governing Committee shall annually receive an annual performance report prepared by the Authority with input from the Implementation Board.~~

C. **Term.** The terms of the Seattle Mayor and the County Executive shall be co-terminus with their respective offices. The County Council and Seattle City Council shall determine which of its respective members shall serve on the Governing ~~Committee~~ Board and such Members shall serve until replaced or until no longer a member of their respective Council. The Governing ~~Committee~~ Board Members that are city elected officials from outside Seattle are appointed by the SCA and shall serve until replaced or until no longer eligible for appointment. The Governing ~~Committee~~ Board Members representing individuals with Lived Experience shall serve ~~until replaced for up to twenty-four months or as further defined in Governing Board by the Advisory Committee.~~ laws.

~~c. — Consecutive Absences. Any Governing Committee Member who is absent for three consecutive regular meetings without excuse may, by resolution duly adopted by a majority vote of the remaining Governing Committee Members, be deemed to have forfeited his or her position as Governing Committee Member and that Member's position shall be vacant.~~

~~Forfeiting a Governing Committee Member position pursuant to this Section 1.g. of Article VIII shall be effective immediately unless otherwise provided in the resolution. Any successor shall be selected in the same manner as the appointment for the forfeited~~



~~Governing Committee Member position.~~

**Section 2. — Implementation Board.** The operations and management of all Authority affairs shall reside in an Implementation Board. The Implementation Board of the Authority shall be composed of thirteen members. The composition of the Implementation Board shall reflect the racial and ethnic makeup of King County residents overall to ensure the inclusion of members of racial and ethnic groups disproportionately experiencing homelessness.

**Board Member Characteristics.** Implementation Board Members shall be appointed so that the Implementation Board as a whole satisfies the representational standards set forth in this Section 2.a of Article VIII.D.

**Consecutive Absences.** Any Governing

~~The Implementation Board shall be comprised of individuals who have connections to or experience with a broad range of stakeholders and communities, including but not limited to: the local business community; neighborhood and community associations; faith/religious groups; and the philanthropic community. A majority of the members of the Implementation Board shall be persons whose combination of identity, personal experience, or professional expertise enables them to credibly represent the perspectives of, and be accountable to, Marginalized Demographic Populations that are statistically disproportionately represented among people experiencing homelessness in King County. The Implementation Board members shall strive to reflect a diversity of geographies in King County.~~

~~The Implementation Board shall neither include elected officials nor employees of Seattle, the County or the Authority, nor employees, officials, agents or representatives of current Contract Holders or any entity that is likely to directly benefit from the actions of the Authority (except as set forth in Section 4 of this Article VIII).~~

**a. — Board Member Expertise and Skills.** All Implementation Board Members shall possess substantial and demonstrable expertise, experience and/or skill in one or more of the areas specified in this Section 2.b of Article VIII. Individual members shall be appointed so that each skill and expertise specified in this Section 2.b of Article VIII is represented on the fully seated Implementation Board.

(i) — implementation of policies and practices that promote racial-ethnic equity within an organization of similar size or responsibility to the Authority;

(ii) — fiscal oversight of entities with budgets of similar size to the Authority;

(iii) — direction or oversight of business operations and/or strategy of a large public or private entity or organization;

(iv) — affordable housing finance and/or development;

(v) — physical and/or behavioral health care;

(vi) — labor unions and workforce;

~~(vii) — Federal continuum of care program governance and operations and the ability to represent the perspectives of continuum of care membership;~~

~~(viii) — provision of services for persons experiencing homelessness or related social services with an emphasis on serving populations that are disproportionately represented amongst those experiencing homelessness;~~

~~(ix) — academic research on topics related to homelessness and/or data-based performance evaluation;~~

~~(x) — criminal justice;~~

~~(xi) — provision of child welfare services;~~

~~(xii) — provision of youth services; and~~

~~(xiii) — other characteristics determined to be necessary by the Implementation Board to carry out the purposes of the Authority.~~

~~**b. — Initial Appointments.** The appointing entities described in Section 2.c.(i) through Section 2.c.(v) of this Article VIII shall convene a nominating committee to coordinate and confer on appointments of Implementation Board Members, in order to ensure that each skill and expertise specified in Section 2.b. of this Article VIII is represented on the fully seated Implementation Board. The Implementation Board shall be comprised of thirteen (13) Members appointed, subject to confirmation by the Governing Committee, as follows:~~

~~(i) — two (2) Members of the Implementation Board shall be appointed by the Seattle Mayor, one to serve a four-year term and one to serve a five-year term;~~

~~(ii) — two (2) Members of the Implementation Board shall be appointed by the Seattle City Council, one to serve a three-year term and one to serve a four-year term;~~

~~(iii) — two (2) Members of the Implementation Board shall be appointed by the County Executive, one to serve a three-year term and one to serve a four-year term;~~

~~(iv) — two (2) Members of the Implementation Board shall be appointed by the County Council, one to serve a three-year term and one to serve a five-year term;~~

~~(v) — two (2) Members of the Implementation Board shall be appointed by the Sound Cities Association, one to serve a four-year term and one to serve a five-year term; and~~

~~(vi) three (3) Members representing individuals who have Lived Experience shall be appointed by the Advisory Committee, or, if the Advisory Committee has not yet been established, the Continuum of Care Board created pursuant to 24 CFR Part 578 or successor regulation, which shall consider recommendations from the Coalition of Lived Experience or other groups representing individuals with Lived Experience of homelessness, subject to confirmation by the Governing Committee pursuant to Section 1.b.(i) of this Article VIII. The Advisory Committee shall prioritize appointing individuals with personal Lived Experience. At least one of the three (3) Members shall represent stakeholders who have Lived Experience in areas outside the city of Seattle. The terms of these positions are as follows: one to serve a three-year term, one to serve a four-year term, and one to serve a five-year term.~~

~~It is the intent of the Parties that selection of individuals to serve as Implementation Board Members occur expeditiously so that the first meeting of the Implementation Board may occur within 60 days of the Governing Committee taking action to confirm the initial Implementation Board Members.~~

~~**c. — Subsequent Appointments.** Upon expiration of each position, the initial appointing entity or party shall appoint a subsequent member to serve in the expired position for a four-year term subject to confirmation by the Governing Committee pursuant to Section 1.b.(i) of this Article VIII. Representatives of the appointing entities described in Section 2.c.(i) through Section 2.c.(v) of this Article VIII shall convene a nominating committee to coordinate and confer on appointments of Implementation Board Members.~~

~~**d. — Tenure of Implementation Board Members.** Implementation Board Members shall continue in office until a successor is appointed and confirmed as provided herein. Successors shall serve four-year terms (or such shorter period, if appointed after the expiration of a term, so as to ensure the continuation of staggered Implementation Board terms). Implementation Board Members may serve no more than two successive complete terms.~~

~~**Consecutive Absences.** Any Implementation Board Member who is absent for three consecutive regular meetings without excuse may, by resolution duly adopted by a majority vote of the then Implementation remaining Governing Board Members, and such action is concurred with by a majority of the Governing Committee, be deemed to have forfeited his or her position as Implementation Governing Board Member and that Member's position shall be vacant.~~

~~**E. Forfeiting an Implementation a Governing Board Member position pursuant Position.** Pursuant to this Section 2.f.4 of Article VIII-, forfeiture of a governing board membership position shall be effective immediately unless otherwise provided in the resolution. Any successor shall be selected in the same manner as the appointment for the forfeited Implementation Governing Board Member position and any successor shall hold office for the unexpired term.~~

~~e. — **Removal of Implementation Board Members.** If it is determined by at least a majority of the Implementation Board that an Implementation Board Member should be removed with or without cause and such action is concurred in by a majority of the Governing Committee, the Governing Committee may by resolution remove such Implementation Board Member and that Member's position shall be vacant.~~

~~Removal of Implementation Board Members pursuant to this Section 2.g. of Article VIII shall be effective immediately unless otherwise provided in the resolution. Any successor shall be selected in the same manner as the appointment for the removed Implementation Board Member and any successor shall hold office for the unexpired term.~~

~~f. — **Vacancy on Implementation Board.** A vacancy or vacancies on the Implementation Board shall be deemed to exist in case of the death, disability or resignation, or removal or forfeiture of membership as provided herein. Vacancies during and at the expiration of the term of an Implementation Board Member shall be filled for the unexpired term as soon as possible in the same manner as the appointment for the Board Member position vacated.~~

~~g. — **Duties of Implementation Board.** The Implementation Board shall be responsible for the operations and management of the Authority and shall provide strategic vision, community accountability and robust oversight for the Authority.~~

~~In addition to the powers and duties granted in other provisions of this Agreement, the Implementation Board shall:~~

~~(i) — Meet regularly as set forth in Section 1 of Article X of this Agreement;~~

~~(ii) — Develop and recommend Goals, Policies, and Plans to the Governing Committee;~~

~~(iii) — Adopt an annual performance report and transmit such report to the Governing Committee annually;~~

~~(iv) — Develop and recommend to the Governing Committee policies and processes for competitive procurement of services, including but not limited to policies for allocation of funding across program types and across cities, towns, and unincorporated areas in King County that are consistent with the Five-Year Plan or successor planning document;~~

~~(v) — Develop and recommend a projected operating budget (which may be an annual budget, a biennial budget or other form as authorized by State law) that is consistent with the Five-Year Plan or successor planning document to be proposed to the Governing Committee;~~

~~(vi) — Develop and transmit to the Governing Committee an annual funding allocation report, including but not limited to the sources and distribution of funding across program types and across cities, towns and unincorporated areas in King County;~~

~~(vii) — Adopt an annual work plan which includes a summary of projects and activities to be undertaken during the budget period;~~

~~(viii) — Cause the Authority to implement the Goals, Policies, and Plans approved by the Governing Committee, including through contracting for services, contracting to provide Homeless Services, making funding awards and doing all things necessary to oversee and carry out the implementation of the Authority's programs;~~

~~(ix) — Ensure that the initial Five Year Plan shall formalize sub-regional planning processes that are developed in consultation with the Governing Committee, the Advisory Committee, and the SCA. Sub-Regional Planning Activities will address factors, needs and resources unique to the respective regions. Such Sub-Regional Planning Activities will form the basis of the development of subsequent Five Year Plans or successor planning documents, which may be informed by the Regional Action Plan. Annual work plans shall identify sub-regional goals and activities until such time as these are included in an approved Five Year Plan;~~

~~(x) — Adopt policies and procedures for oversight of major expenditures and other transactions, to include but not be limited to delegation of contracting authority to the Chief Executive Officer and the minimum standards for procurement of goods, services and property;~~

~~(xi) — Conduct regular performance evaluation of the Chief Executive Officer; and~~

~~(xii) — Cause the Authority to carry out the duties in this Agreement.~~

~~**h. — Actions Requiring Approval by Resolution.** A general or particular authorization and concurrence of the Implementation Board by resolution shall be necessary for any of the following transactions:~~

~~(i) — Transfer or conveyance of an interest in real estate, except for lien releases or satisfactions of a mortgage after payment has been received, or the execution of a lease for a current term less than one (1) year;~~

~~(ii) — To the extent permitted by State law, donation of money, property or other assets belonging to the Authority;~~

~~(iii) — Adoption of internal policies and procedures for oversight of major expenditures and other transactions;~~

~~(iv) — Recommendation to the Governing Committee of an annual budget that is consistent with the Five Year Plan or successor planning document;~~

~~(v) — Recommendation to the Governing Committee of amendments to this Agreement;~~

~~(vi) — Adoption and amendment of Bylaws for the Implementation Board;~~

~~(vii) — Annual endorsement of a set of principles and priorities;~~

~~(viii) — Recommendation to the Governing Committee of Goals, Policies, and Plans, including a Five Year Plan;~~

~~(ix) — Recommendation of a Chief Executive Officer to be confirmed by the Governing Committee, the recruitment of whom will be conducted jointly by the Implementation Board and the Governing Committee; and~~

~~(viii) — Such other transactions, duties, and responsibilities as this Agreement shall repose in the Implementation Board or require Implementation Board participation by resolution.~~

~~**i. — Quorum of Implementation Board.** At all meetings of the Implementation Board, a quorum of the Implementation Board must be present in order to do business on any issue. A quorum shall be defined as a majority of the Board Members in number, excluding any Board Member who has given notice of withdrawal or whose position is vacant in accordance with the provisions of Section 2.h. of this Article VIII.~~

~~**j. — Voting Requirements.** Each individual Implementation Board Member shall be a voting member and shall have one vote. All resolutions shall require an affirmative vote of a majority of the Implementation Board Members voting on the issue; provided, that such majority equals not less than one third (1/3) of the Implementation Board's total voting membership.~~

~~A Board Member may not split his or her vote on an issue. No voting by proxies or mail-in ballot is allowed. Voting by a designated alternate pursuant to the terms of the Bylaws or policies of the Authority is not considered a vote by proxy.~~

~~Proposed amendments to this Agreement and the adoption and amendment of Bylaws shall require an affirmative vote of two thirds (2/3) of the Members of the Implementation Board.~~

~~k. — **Equity Decision Making.** The Authority shall advance equity and social justice in its processes, policies, and outcomes by proactively seeking to eliminate racial-ethnic disproportionalities in the population experiencing homelessness and to eliminate disparities in outcomes for people experiencing homelessness by addressing structural racism, ableism, homophobia, transphobia, misogyny and other sources of inequities. The Authority shall establish and operate under an equity-based decision-making framework to inform its policy, business process, and funding decisions. This equity-based decision-making framework shall provide for inclusion of Customers of the service system in decisions that will affect them; specify a framework for examining policy, business process, and funding decisions with an explicit equity and racial justice analysis; and shall establish processes to measure, evaluate, and respond to the impact of its decision-making on its goals of advancing equity. This framework shall be informed by people with Lived Experience and be approved by the Implementation Board of the Authority.~~

~~Section 3.~~

**Section 5. Right to Indemnification.**

Each person who was, or is threatened to be made a party to or is otherwise involved (including, without limitation, as a witness) in any actual or threatened action, suit, or proceeding, whether civil, criminal, administrative, or investigative, by reason of the fact that he or she is or was a Governing ~~Committee Member, Implementation~~ Board Member or employee of the Authority, or was a former member of either the Governing Committee or Implementation Board, acting within the course and scope of carrying out duties under this Agreement, whether the basis of such proceeding is alleged action in an official capacity as a director, trustee, officer, employee, or agent, or in any other capacity relating to the Authority, shall be indemnified and held harmless by the Authority to the full extent permitted by applicable law as then in effect, against all expense, liability and loss (including attorneys' fees, judgments, fines and amounts to be paid in settlement) actually and reasonably incurred or suffered by such person in connection therewith, and such indemnification shall continue as to a person who has ceased to be in such position and shall inure to the benefit of his or her heirs, executors and administrators; provided, however, that except as provided in this Section ~~35~~ of Article VIII, with respect to proceedings seeking to enforce rights to indemnification, the Authority shall indemnify any such person seeking indemnification in connection with a proceeding (or part thereof) initiated by such person only if such proceeding (or part thereof) was authorized by the ~~Implementation~~Governing Board; provided, further, the right to indemnification conferred in this Section ~~35~~ of Article VIII shall be a contract right and shall include the right to be paid by the Authority the expenses incurred in defending any such proceeding in advance of its final disposition; provided, however, that the payment of such expenses in advance of the final disposition of a ~~proceedings~~proceeding shall be made only upon delivery to the Authority of an undertaking, by or on behalf of such person, to repay all amounts so advanced if it shall ultimately be determined that such person is not entitled to be indemnified under this Section ~~35~~ of Article VIII or otherwise.

Provided, further, that the foregoing indemnity may not apply, at the discretion of the Authority, to any person from or on account of:

A. Acts or omissions of such person finally adjudged to be reckless misconduct, intentional misconduct or a knowing violation of law; or



B. Any transaction with respect to which it was finally adjudged that such person personally received a benefit in money, property, or services to which such person was not legally entitled.

If a claim under this Section 35 of Article VIII is not paid in full by the Authority within sixty (60) days after a written claim from a person indemnified under this Section has been received by the Authority, except in the case of a claim for expenses incurred in defending a proceeding in advance of its final disposition, in which case the applicable period shall be twenty (20) days, the claimant may at any time thereafter bring suit against the Authority to recover the unpaid amount of the claim and, to the extent successful in whole or in part, the claimant shall be entitled to be paid also the expense of prosecuting such claim. The claimant shall be presumed to be entitled to indemnification under this Section 35 of Article VIII upon submission of a written claim from a third-party that on its face is covered by Authority's indemnification obligation (and, in an action brought to enforce a claim for expenses incurred in defending any proceeding in advance of its final disposition, where the required undertaking has been tendered to the Authority), and thereafter the Authority shall have the burden of proof to overcome the presumption that the claimant is so entitled. Neither the failure of the Authority (including the ImplementationGoverning Board or independent legal counsel) to have made a determination prior to the commencement of such action that indemnification of or reimbursement or advancement of expenses to the claimant is proper nor a determination by the Authority (including its Implementation Board Members, Governing CommitteeBoard Members or independent legal counsel) that the claimant is not entitled to indemnification or to the reimbursement or advancement of expenses shall be a defense to the action or create a presumption that the claimant is not so entitled.

The right of indemnification and the payment of expenses incurred in defending a proceeding in advance of its final disposition conferred in this Section 35 of Article VIII shall not be exclusive of any other right which any person may have or hereafter acquire under any statute, provision of this Agreement, Bylaws, any other agreement or otherwise.

The Authority shall maintain in full force and effect public liability insurance in an amount sufficient to cover potential claims for bodily injury, death or disability and for property damage, which may arise from or be related to projects and activities of the Authority and its Implementation Board Members, Governing CommitteeBoard Members, staff and employees.

#### **Section 46. Conduct; Code of Ethics.**

Governing Committee Members, Implementation Board Members, members of the Advisory Committee or other committee and employees of the Authority shall conduct themselves in accordance with all applicable laws, including but not limited to, chapter 42.23 RCW (the "Code of Ethics for Municipal Officers"), chapter 42.30 RCW (the "Open Public Meetings Act"), and this Agreement and policies of the Authority.

All letters, memoranda and electronic communications or information (including email) that relate to conduct of the Authority or the performance of any Authority function may be public records subject to disclosure under chapter 42.56 RCW (the "Washington Public Records Act"). In the event that the Authority or any Governing Committee or Implementation Board Member

or any member of the Advisory Committee or other committee receives a request for such records,

the Governing ~~Committee or Implementation~~ Board Member or any member of the Advisory Committee or other committee shall immediately provide the request to the public records officer of the Authority; and assist the public records officer in responding to the request.

Governing ~~Committee Members, Implementation~~ Board Members; and members of the Advisory Committee or other committee shall respect the confidentiality requirements regarding personnel, real estate transactions, proprietary matters, and attorney-client privileged communications, including those requirements listed herein and any other confidential information that is gained through their positions with the Authority. The Authority, rather than any individual, is the holder of these privileges and protections and only the Authority may elect to waive any such privileges or protections.

Any Governing ~~Committee Member, Implementation~~ Board Member, member of the Advisory Committee or other committee or Authority employee who has an actual or potential interest, or whose immediate family member (spouse, partner, child, sibling, or parent) has an interest, in any matter before the ~~Implementation~~ Governing Board that would tend to prejudice his or her actions shall so publicly indicate according to the policies and procedures of the Authority. In such case any such individual shall recuse and refrain from voting upon and any manner of participation with respect to the matter in question so as to avoid any actual or potential conflict of interest. This requirement shall be in addition to all requirements under the Code of Ethics for Municipal Officers.

Governing ~~Committee and Implementation~~ Board Members, members of the Advisory Committee or other committee and employees of the Authority shall each submit an annual disclosure statement that requires the disclosure of any ownership or property or employment/affiliation with any party contracting with the Authority or providing services with the Authority. Any Governing ~~Committee Member, Implementation~~ Board Member and member of the Advisory Committee or other committee with such ownership interest, employment or affiliation shall recuse him or herself from participating in discussions, deliberations, preliminary negotiations, and votes if such property or employment/affiliation is directly benefiting from such action.

Notwithstanding anything herein to the contrary, the prohibition on conflicts of interest shall not apply to or otherwise prohibit a Governing ~~Committee or Implementation~~ Board Member from serving on the ~~respective~~ Board or voting on matters if such Member receives generally the same interest or benefits as are being made available or provided to a group or class of low-income, homeless or formerly homeless persons intended to be the beneficiaries of the services provided by or through the Authority. To ensure a diversity of representation on the ~~Implementation Board,~~ the Advisory Committee or other committee, nothing herein shall prevent ~~Implementation Board Members~~ members of such bodies for whom ~~Implementation Board~~ service on which may be a financial hardship from receiving a stipend consistent with the stipend policies of similarly situated public and nonprofit boards.

## ARTICLE IX

### OFFICERS OF AUTHORITY; STAFFING

#### Section 1. ~~Implementation Board Officers.~~

The ~~Implementation~~Governing Board Members shall elect from among themselves persons to serve in the following ~~Implementation~~Board offices: Chairperson and Vice Chairperson. The ~~Implementation~~Governing Board Members may also create the offices of a Treasurer and Secretary which may be filled by ~~Implementation~~ Board Members, Authority employees or a Party's employee on loan to the Authority. In all cases the Chairperson and the Treasurer may not be the same person, and the Chairperson and the Vice Chairperson may not be the same person. The term of any officer shall expire one year after the officer is elected, or at such time as such officer's membership on the ~~Implementation~~Board ceases or terminates, whichever is sooner. The ~~Implementation~~Governing Board may, under this Agreement, adopt Bylaws providing for additional officers, and, to the extent not inconsistent with this Agreement, may adopt Bylaws governing the offices and tenure of officers; the number of positions, powers and duties, and term of each office; the manner of appointment, selection, or election of office holders and the appointing, selecting, or electing authority; performance of duties of the office upon illness, death, incapacity, or absence of the officer; the filling of vacancies; and any qualification for the office and conditions upon exercising its powers. Nothing prevents the ~~Implementation~~Governing Board from appointing Co-Chairpersons, or combining the offices of Chairperson and Vice Chairperson into co-chairs.

#### Section 2. ~~Duties of Officers.~~

~~Subject to the control of the Implementation Board, the Chairperson~~The officers shall have ~~general supervision, direction and control of the business and affairs of the Authority. perform duties customarily performed by officers of a board.~~ On matters decided by the ~~Authority~~Governing Board, the signature of the Chairperson alone is sufficient to bind the corporation. The Vice-Chairperson shall perform the duties of the Chairperson without further authorization in the event the Chairperson is unable to perform the duties of the office due to absence, illness, death, or other incapacity, and shall discharge such other duties as pertain to the office as prescribed by the ~~Implementation~~Governing Board. To the extent not provided herein, the officers of the Authority shall have the duties as set forth in the Bylaws.

#### Section 3. ~~Incapacity of Officers.~~

If the Treasurer or the Chairperson is incapacitated, another officer as provided for in the Bylaws shall be authorized to perform such duties without further authorization. The Treasurer is not authorized to perform the duties of the Chairperson, nor is the Chairperson authorized to perform the duties of the Treasurer.

#### Section 4. ~~Advisory Committee; Committees.~~

The ~~Implementation~~Governing Board shall recognize a Continuum of Care Board created pursuant to 24 CFR Part 578 or its successor regulation to act as its Advisory Committee and serve the

~~Implementation~~Governing Board by providing a broad array of perspectives, if such Continuum of Care Board takes action to serve as the ~~Implementation Board's~~Governing Board's Advisory Committee. ~~Members of the Advisory Committee shall be appointed by the Implementation Board.~~ In the event that an existing Continuum of Care Board takes action to serve as the Authority's Advisory Committee, the ~~Implementation~~Governing Board may confirm any or all of the members of the Continuum of Care Board as members of the Advisory Committee, ~~or may appoint new members to the Advisory Committee as set forth in the Bylaws or policies approved by the Implementation Board.~~ The Advisory Committee shall be comprised of individuals with experience related to preventing and ending homelessness, including but not limited to: persons currently experiencing homelessness, populations disproportionately impacted by homelessness, Homelessness Services Providers, business, healthcare, labor and/or workforce, homeless housing and services, behavioral health services, criminal justice system, child welfare and data evaluation. The Advisory Committee membership composition must comply with the United States Department of Housing and Urban Development's Continuum of Care Board requirements defined in 24 CFR Part 578 or its successor regulations and should maximize the Seattle King County Continuum of Care's competitiveness for federal funds. Advisory Committee members shall not concurrently serve as members of the Governing Board.

The ~~Implementation~~Governing Board may create additional committees and appoint individuals to such committees as set forth in the Bylaws or policies approved by the ~~Implementation~~Governing Board.

## **Section 5. Chief Executive Officer.**

~~a. (i) Until the Governing Committee has approved an organizational structure and staffing plan, the Authority shall be staffed by employees from the Parties on loan to the Authority. Subject to any applicable collective bargaining agreement, the Chief Executive Officer may be responsible for supervising staff on loan from the Parties.~~

~~For inclusion among the Goals, Policies, and Plans to be recommended by the Implementation Board for Governing Committee approval, the Chief Executive Officer shall develop and propose a staffing plan for the Authority. The Chief Executive Officer shall within sixty days from his or her date of employment develop, in consultation with the Implementation Board, and propose an initial staffing plan for the Authority. The Chief Executive Officer may develop and propose subsequent updates to the staffing plan, also for inclusion among the Goals, Policies, and Plans to be recommended by the Implementation Board for Governing Committee approval.~~

~~In developing the staffing plan, the Chief Executive Officer~~A. The Chief Executive Officer ("CEO") is responsible to the Governing Board for the effective operations of the Authority and for carrying out all Policies and Plans approved by the Governing Board.

B. The CEO shall work with the Governing Board to create a process that allows Governing Board members sufficient time and opportunity to review, provide guidance on, and help shape Policies and Plans.

C. The CEO and/or his or her designee shall be the lead party responsible for negotiating labor agreements and shall negotiate such agreements based on consultations with the

Governing Board.

D. The CEO shall recognize the significance of labor rights ~~as well as~~ existing collective bargaining agreements. The ~~Chief Executive Officer~~CEO shall also consider ~~in developing the staffing plan~~the compensation and working conditions of the Parties' existing employees "on loan" to the Authority, if applicable.

E. The ~~staffing plan~~CEO is responsible for meeting any reporting deadlines established herein or by Governing Board resolution.

F. The CEO shall ~~describe for each~~track and report on philanthropic activities and contributions, including both to the Authority and other major investments or initiatives by philanthropy in King County to address homelessness.

G. The CEO shall provide regular reports on CoC activities, including a timeline of key CoC application milestones, the content of the most recent CoC application to be submitted to HUD, the outcome of the Authority's ~~major bodies of work whether the body of work shall be accomplished by staff of the Authority, by agreement~~CoC application, and information on the operations and outcomes of Coordinated Entry and permanent supportive housing with ~~one~~CoC funds. The CEO reports should also proactively identify any CoC related issues or challenges and keep the Governing Board apprised of ~~the parties, by "loaned staff" of the parties under the operational control~~planned actions to address them.

H. The CEO shall provide on-going reporting and documentation to the Governing Board as needed or requested to ensure the Governing Board can provide sufficient fiduciary oversight, strategic and policy direction, and performance monitoring of the Authority. At a minimum, the Authority shall provide the following, working in consultation with the Governing Board on the specifics to be included and the requisite format:

1. Quarterly and year-end financial reports comparing actuals against budgeted amounts at the programmatic level and year-end projected expenditures based on actuals to date.

2. Quarterly reports on the progress of the Authority, ~~by contracted third party, or by a combination of those options,~~including key performance metrics and progress on implementing the Authority's annual work plan.

~~For each major body of work that the Chief Executive Officer proposes full or partial accomplishment by staff of the authority or "loaned" staff of the parties, the staffing plan shall specify the number of full or partial full time equivalent positions required for that major body of work. For each major body of work, the staffing plan shall articulate the~~

~~Chief Executive Officer's rationale for how the staffing plan supports the Authority's ability to accomplish its mission while promoting administrative and cost efficiency.~~

~~In addition to other major bodies of work that the Chief Executive Officer includes in the staffing plan, the staffing plan shall contain as major bodies of work support services that include procurement, legal support, human resources, information technology support, payroll, accounts payable and accounts receivable services, and facilities management. The staffing plan shall assess the benefits of and provide options for using support services provided by one or both of the Parties.~~

~~(ii) The Chief Executive Officer shall assign staff as necessary to ensure coordination and collaboration with homelessness crisis response partners and activities and adjacent systems whose work intersects with homelessness. The Chief Executive Officer shall assign at least one staff member to act as a liaison to ensure coordination and collaboration with homelessness crisis response partners and activities and adjacent systems whose work intersects with homelessness, including coordination with appropriate Seattle and King County agencies.~~

~~(iii) The Chief Executive Officer shall actively and continuously consider and evaluate all means and opportunities toward the enhancement of operational effectiveness of Homeless Services so as to maximize the effectiveness and efficiency of the system. Such recommendation shall be presented by the Chief Executive Officer to the Implementation Board from time to time and if any recommendation would require a change or deviation from established policy adopted by the Governing Committee, such policy change or deviation shall require approval by the Governing Committee before the recommendation may be implemented.~~

~~b. The Implementation Board shall recommend the Chief Executive Officer to the Governing Committee for confirmation following a recruitment process conducted jointly by the Implementation Board and the Governing Committee. The Chief Executive Officer shall be responsible to the Implementation Board for the effective operations of the Authority. The following may be delegated to the Chief Executive Officer: (1) the authority sign documents and contracts on behalf of the Authority; and (2) such other duties as delegated or assigned by the Implementation Board.~~

~~c. At the request of the Governing Committee or on at least a quarterly basis, the Chief Executive Officer shall provide a written report to the Governing Committee and seek input from the Governing Committee on the performance of the Authority, to include an evaluation of the implementation of the Five Year Plan or successor planning document, as well as reporting on other performance metrics that may be adopted by the Authority.~~

~~The Chief Executive Officer~~

3. When Authority cash flow balances are negative for two months in a row, the CEO or a designee must present to the KCEO Finance committee and receive authorization for temporary use of County's cash pool to cover the Authority's



negative cash position.

**d.—**~~I. The CEO~~ shall annually present an overview of the Authority's ~~proposed~~Proposed  
Budget, progress on the annual ~~budget, work plan, and~~ an update on how the Authority is  
performing against performance metrics approved by the Governing ~~Committee~~Board, to the (1)  
Seattle City



Council or a committee thereof, as determined by the Seattle City Council; and (2) King County Council or a committee thereof, as determined by the County Council ~~and to the Regional Policy Committee, at the discretion of that regional committee.~~ The date of such annual presentations shall be determined at the discretion of the Parties.

**Section 6. — Office of the Ombuds.**

J. The following may be delegated to the CEO: (1) the authority to sign documents and contracts on behalf of the Authority; and (2) such other duties as delegated or assigned by the Governing Board.

K. The ~~Implementation Board~~ CEO shall cause the Authority to ~~either (a) contract with either Party~~ carry out the Policies and Plans to be approved by the Governing Board, including through contracting for services, contracting to provide ~~ombuds services consistent with the requirements~~ Homeless Services, making funding awards and doing all things necessary to oversee and carry out the implementation of ~~this the~~ Authority's programs.

L. The CEO shall actively and continuously consider and evaluate all means and opportunities to further the enhancement of operational effectiveness of Homeless Services.

**Section 6; or (b) create. — Office of the Ombuds.**

The Authority shall operate an ~~office~~ Office of the Ombuds ("Office of the Ombuds") to promote ~~Customer, employee and~~ public confidence in the Authority's ability to effectively, efficiently and equitably serve ~~people experiencing homelessness~~ Customers. The Office of the Ombuds shall gather ~~Customer feedback~~ information from Customers, Contract Holders, and community members to support the Authority's efforts to improve the ~~Authority's~~ operations and outcomes of the Authority's Contract Holders; ensure ease of contact for Customers, Contract Holders, and community members and provide appropriate resources to resolve their concerns; implement strategies to collect, investigate, and respond to complaints and concerns about the delivery of ~~services~~ Homeless Services, policies, program administration, or other activities overseen or funded by the Authority; ~~receive complaints from employees and Contract Holders~~; develop methods to respond to complaints or concerns in an equitable, impartial, and efficient manner; and be authorized to investigate complaints and issue findings, collect and analyze aggregate complaints data, and ~~partner~~ consult with Authority leadership, ~~the Implementation Board, employees and Customers, Contract Holders, and community members~~ to design and recommend improvements in ~~services~~ Homeless Services, funding or oversight. The Office of the Ombuds reports directly to the Authority CEO and shall provide a written report directly and independently annually to the ~~Implementation~~ Governing Board on trends in Customer and employee feedback and Office of the Ombuds activities undertaken and trends in the homeless response to that feedback no less than twice per year system derived from its interactions with Customers, Contract Holders, and community members who contact the office.

**ARTICLE X  
MEETINGS OF THE AUTHORITY**

**Section 1. Time and Place of Meetings.**

~~Meetings of the~~ The Governing ~~Committee~~ CommitteeBoard. ~~Regular meetings of the Governing CommitteeBoard shall be held at least four times per year at a~~ determine the frequency of regular ~~time and place~~ meetings needed to ~~be determined by the Governing Committee by~~ resolution undertake their duties under this Agreement. No later than the last regular meeting of ~~the~~ each calendar year, the Governing ~~CommitteeBoard~~ CommitteeBoard shall adopt a resolution specifying the date, time and place of regular meetings for the upcoming calendar year. A copy of the resolution shall be distributed in the same manner as notice of special meetings is provided pursuant to Section 3 of this Article X. At any regular meeting of the Governing ~~CommitteeBoard~~ CommitteeBoard, any business may be transacted and the Governing ~~CommitteeBoard~~ CommitteeBoard may exercise all of its powers. Special meetings of the Governing ~~CommitteeBoard~~ CommitteeBoard may be held from time to time in accordance with chapter 42.30 RCW (the “Open Public Meetings Act”~~).~~”) and Section 3 of this Article X.

~~a. — Meetings of the Implementation Board. Regular meetings of the Implementation Board shall be held at least six times per year at a regular time and place~~

~~to be determined by the Implementation Board by resolution. No later than the last regular meeting of the calendar year, the Implementation Board shall adopt a resolution specifying the date, time and place of regular meetings for the upcoming calendar year. A copy of the resolution shall be distributed in the same manner as notice of special meetings is provided pursuant to Section 3 of this Article X. At any regular meeting of the Implementation Board, any business may be transacted and the Implementation Board may exercise all of its powers. Special meetings of the Implementation Board may be held from time to time in accordance with chapter 42.30 RCW (the "Open Public Meetings Act").~~

## **Section 2. Notice of Regular Meetings.**

At the beginning of each calendar year, the Authority shall post on its website the time and place of regular meetings of the Governing ~~Committee and the Implementation~~ Board for that calendar year. As the Advisory Committee meeting schedule is established, the Authority shall post on its website those meeting times and places. In addition, the Authority shall provide reasonable notice of such meetings to any individual specifically requesting it in writing. If a regular meeting schedule is to be changed by resolution, a copy of the resolution shall be distributed in the same manner as notice of special meetings is provided pursuant to Section 3 of this Article X and the change posted on the Authority's website.

## **Section 3. Notice of Special Meetings.**

Except as provided in ~~Sections~~Section 10 and 11 of this Article X, notice of all special meetings of the Governing ~~Committee and/or the Implementation~~ Board shall be given by the chairperson ~~of the respective body (or co-chair, if applicable)~~ or by the ~~person or persons~~majority of Governing Board Members calling the special meeting in accordance with RCW 42.30.080 by delivering personally, by electronic mail or by mail written notice at least 24 hours prior to the time of the meeting to each applicable Governing Board Member, to each local newspaper of general circulation and to each radio or television station that has requested notice and to any other individual specifically requesting it in writing, and posted on the Authority's website. The call and notice of all special meetings shall specify the time and place of all special meetings and the business to be transacted. Notice of special meetings of the Advisory Committee shall comply with 24 CFR 578.

## **Section 4. Waiver of Notice.**

Notice as provided herein may be ~~dispensed with~~deemed waived as to any Governing ~~Committee Member or Implementation~~ Board Member, ~~as applicable~~, who, at or prior to the time the meeting convenes, files with the Authority a written waiver of notice or who is actually present at the meeting at the time it convenes. Such notice may also be dispensed with as to special meetings called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, where time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

#### **Section 5. Agendas.**

In accordance with chapter 42.30 RCW (the “Open Public Meetings Act”) for the Governing ~~Committee, and the Implementation~~ Board, and in accordance with 24 CFR 578 for the Advisory Committee, at least 24 hours before any regular or special meetings, the agenda for that meeting shall be posted along with relevant meeting materials and also be emailed or otherwise provided to the Seattle Council Clerk and to the County Council Clerk.

#### **Section 6. Open Public Meetings.**

All meetings of the ~~Implementation Board and the~~ Governing ~~Committee~~Board shall be open to the public if and to the extent required by chapter 42.30 RCW (the “Open Public Meetings Act”). The ~~Implementation Board and the~~ Governing ~~Committee~~Board may hold executive sessions to consider matters enumerated in chapter 42.30 RCW (the “Open Public Meetings Act”) or as otherwise authorized by law. The meetings of the Advisory Committee shall be open to the public, except that the Advisory Committee may hold executive sessions as it deems necessary.

#### **Section 7. Telephonic or Virtual Participation.**

~~Implementation Board and the~~The Governing ~~Committee Members~~Board may participate in a regular or special meeting of the applicable body through the use of any means of communication by which all attending Governing Board Members and members of the public participating in such meeting can hear each other during the meeting. Any Governing Board Member participating in a meeting by such means is deemed to be present in person at the meeting for all purposes including, but not limited to, establishing a quorum.

#### **Section 8. Parliamentary Authority.**

The rules in the current edition of Robert’s Rules of Order Newly Revised, 11th Edition, shall govern the Authority in all cases to which they are applicable, where they are not inconsistent with this Agreement or with the special rules of order of the Bylaws of the respective body.

#### **Section 9. Minutes.**

Copies of the minutes of all regular or special meetings of the ~~Implementation Board and the~~ Governing ~~Committee~~Board shall be available to any person or organization that requests them. The minutes of all ~~Implementation Board and the~~ Governing ~~Committee~~Board meetings shall include a record of individual votes on all matters requiring ~~Implementation Board and the~~ Governing ~~Committee~~Board approval.

#### **Section 10. First Meeting of the Governing CommitteeBoard.**

The Seattle Mayor and the County Executive shall authorize the Authority to jointly notice the first meeting of the Governing ~~Committee~~Board as a special meeting and jointly prepare an agenda. This first meeting

~~shall occur within 90 days of the Amendment Effective Date or when all members of the Governing Committee have been selected in accordance with Section 1 of Article VIII, whichever is first.~~

**~~Section 11. — First Meeting of the Implementation Board.~~**

~~The chair of the Governing Committee shall notice the first meeting of the Implementation Board as a special meeting and prepare an agenda. This first meeting shall occur within 60 days of the last appointment/confirmation of a Member to Implementation Board in accordance with Section 1.b.(ii) of Article VIII.~~

**ARTICLE XI  
MISCELLANEOUS**

**Section 1. Geographic Limitation.**

The Authority may conduct activities outside of the County, subject, however, to a contract with a Subscribing Agency. The Authority shall not enter any interlocal agreements with other jurisdictions without the prior written authorization of the Governing Board.

**Section 2. Safeguarding of Funds.**

Authority funds shall be deposited in a qualified public depository as required by law. The Authority shall establish a special fund with the County treasurer to be designated the “Operating ~~fund~~Fund of the King County Regional Homelessness Authority.” The County shall act as the fiscal agent and Treasurer of the Authority with the authority to hold and invest funds on the Authority’s behalf and make payments for approved expenditures.

**Section 3. Public Records.**

The Authority shall maintain all of its records in a manner consistent with the Preservation and Destruction of Public Records Act, chapter 40.14 RCW. The public shall have access to records and information of the Authority to the extent as may be required by applicable laws. All costs associated with complying with the Public Records Act, chapter 42.56 RCW, shall be borne by the Authority.

**Section 4. Reports and Information; Audits.**

Within nine (9) months after the end of the Authority’s fiscal year, the Authority shall file an annual report with the Finance Directors of the County and Seattle containing an audited statement of assets and liabilities, income and expenditures and changes in the Authority’s financial position during the previous year (or unaudited information if an audit is not yet available, to be promptly followed by audited information); a summary of significant accomplishments; a list of depositories used; a projected operating budget (which may be an annual budget, a biennial budget or other form as authorized by State law); ~~a summary of projects~~and a list of members and officers of the Governing Board.

~~and activities to be undertaken during the budget period; and a list of members and officers of the Implementation Board.~~

The Authority shall be subject to annual ~~audit~~ audits by the State Auditor, and by Seattle and the County at the option of each. The Authority shall, at any time during normal business hours, make available to the County Executive, the County Council, the Seattle Mayor, the Seattle City Council, and the State Auditor for examination all of the Authority's financial records.

#### **Section 5. Performance Audit.**

The County and Seattle ~~will~~shall cause a performance audit to be conducted and completed by a consulting firm selected by the County and Seattle no later than six years after the Governing ~~Committee~~Board confirms the initial Five-Year Plan. The performance audit report shall be transmitted to the clerks of both the King County Council and the Seattle City Council.

#### **Section 6. Amendments to Agreement.**

No additions to or alterations of the terms of this Agreement shall be valid unless made in writing, approved by the legislative authorities of each Party and executed by duly authorized agents of each Party.

#### **Section 7. Nondiscrimination.**

The Authority, its employees, agents, Contract Holders, and subcontractors, if any, shall at all times comply with any and all federal, ~~state~~State or local laws, ordinances, rules or regulations with respect to non-discrimination and equal employment opportunity, which may at any time be applicable to Seattle by law, contract or otherwise, including but not limited to all such requirements which may apply in connection with employment or the provision of services to the public.

Specifically, except as allowed by law, the ~~following~~ matters or activities in Subsections A – C below shall not be directly or indirectly based upon or limited by age, sex, marital status, sexual orientation, race, creed, color, national origin, religion, pregnancy, gender, gender identity or expression, genetic information, domestic violence victimization, veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained service animal by a person with a disability:

- A. Membership on the ~~Implementation~~Governing Board;
- B. Employment, including solicitation or advertisements for employees; and
- C. Provisions of services to and contracts with the public.

#### **Section 8. Labor Disputes.**

Because labor disputes can lead to work stoppages or adversely impact the ability of the Authority to achieve desired outcomes, Seattle and the County have agreed and acknowledged in this Agreement that they have an interest in ensuring that the Authority's operations and progress are not interrupted or interfered with by work stoppages or other labor disputes. Accordingly, Seattle and the County have agreed, which is hereby confirmed in this Agreement, that the Authority and entities that contract with the Authority are required to adhere to labor laws, commit to promoting

labor harmony, and take reasonable measures to avoid any work stoppages or labor disputes in their operations.

**Section 9. Inventory and Property.**

Property, equipment and furnishings for the operations of the Authority shall be acquired by the Authority as provided by law. If any Party furnishes property, equipment or furnishings for the Authority's use, title to the same shall remain with the respective Party unless that property, equipment or furnishings are acquired by the Authority.

**Section 10. Interlocal Cooperation Act.**

A. This Agreement is intended to create a separate governmental administrative entity within the meaning of RCW 39.34.030(3) and not a "joint board" within the meaning of RCW 39.34.030(4)(a).

B. Each Party ~~will~~shall file or post this Agreement as required by RCW 39.34.040.

**Section 11. Notice to the Parties.**

Any formal notice or communication to be given among the Parties to this Agreement shall be deemed properly given, if delivered either in physical or electronic means, or if mailed postage prepaid and addressed to:

King County  
Attn: ~~Leo Flor~~, Director, Department of Community and Human Services  
401 Fifth Avenue, Suite 400  
Mailstop CNK-HS-0400  
Seattle, Washington 98104

City of Seattle  
Attn: ~~Jason Johnson, Acting~~ Director, Human Services Department  
700 Fifth Ave., Suite 5800  
Seattle, Washington 98104

**Section 12. Additional Provisions.**

A. Integration. This Agreement contains all of the terms and conditions agreed upon by the Parties hereto concerning the establishment of the Authority. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties hereto. The Parties have read and understand all of this Agreement, and now state that no representation, promise, or agreement not expressed in this Agreement has been made to induce the officials of the Parties hereto to execute this Agreement.



**B. Severability.** In the event any provision of this Agreement shall be declared by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not, in any way, be ~~effected~~affected or impaired thereby.

**C. Indemnification among the Parties Hereto.** To the maximum extent permitted by law, each ~~party hereto~~Party shall defend, indemnify and hold harmless the other ~~Parties~~Party and its or their agents, employees, and/or officers, from any and all costs, claims, judgments, or awards of damages arising out of the negligent acts or omissions of such indemnifying party, its officers, employees or agents and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the other ~~Parties~~Party arising out of, in connection with, or incident to this Agreement and the indemnifying ~~party's~~Party's negligent performance or failure to perform any aspect of this Agreement. In the event ~~of~~ any such liability arises from the concurrent negligence of the indemnifying party and another party, the indemnity obligation of this section shall apply only to the extent of the negligence of the indemnifying party and its actors.

**D.** The foregoing provisions specifically and expressly intend to constitute a waiver of each party's immunity under industrial insurance, Title 51 RCW, as respects the other party only, and only to the extent necessary to provide the indemnified party with a full and complete indemnity of claims made by the indemnitor's employees. This waiver has been mutually negotiated.

**E. No Third Party Beneficiary Rights.** The provisions of this Agreement are for the sole benefit of the Parties, and they ~~will~~shall not be construed as conferring any rights to any third party (including any third party beneficiary rights).

**F. Authority Employees.** Except for those employees "on-loan" from the Parties, the Authority shall be responsible for all employer-obligated federal and/or State tax, industrial and insurance, and all wages, benefits, or other compensation, for all Authority employees.

**G. Counterparts.** This Agreement may be executed in any number of counterparts, each of whom shall be an original, but those counterparts ~~will~~shall constitute one and the same instrument.



This Agreement is APPROVED this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_

County Executive, King County

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_

[County Prosecuting Attorney]

RECEIPT ACKNOWLEDGED BY:

\_\_\_\_\_  
\_\_\_\_\_

Mayor, City of Seattle

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_

City Clerk

## ATTACHMENT C

### King County Schedule for Approving Revised King County Regional Homelessness Revised Interlocal Agreement

| Action                    | Committee/<br>Council | Date  |
|---------------------------|-----------------------|---|
| Submitted to Clerk        |                       | August 15 <sup>th</sup> (Thursday)  |
| Introduction and referral | Full Council          | August 20 <sup>th</sup>   |
| Discussion Only           | COW                   | August 27 <sup>th</sup>   |
| Briefing                  | Special RPC           | September 3 <sup>rd</sup>   |
| Action                    | COW                   | September 24 <sup>th</sup>  |
| Action                    | Special RPC           | September 30 <sup>th</sup>  |
| Final Action              | Full Council          | October 8 <sup>th</sup> (expedited) or<br>October 15 <sup>th</sup> (regular course) |