



DEPARTMENT OF  
**ECOLOGY**  
State of Washington

**AMENDMENT NO. 01**

TO

CONTRACT NO. C2200038

BETWEEN THE

STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND

KITSAP PUBLIC HEALTH DISTRICT

PROJECT TITLE: Pollution Prevention Assistance Partnership

**PURPOSE:** To amend the Agreement between the state of Washington, Department of Ecology, hereinafter referred to as “ECOLOGY,” and “KITSAP PUBLIC HEALTH DISTRICT”, hereinafter referred to as “CONTRACTOR”.

IT IS MUTUALLY AGREED the Agreement is amended as follows:

- 1) The Scope of Work is amended to read as follows: See Table 1: Key Staff and Table 2: Unique Program Elements.

Deleted text is indicated with strike thru (~~sample~~) and new text is indicated with underlined (sample).

**Table 1: Key Staff**

<b>Staff Name</b>	<b>Estimated FTE</b>	<b>Role</b>
Steve Brown	<del>0.2</del> <u>0.1</u>	Contract Management
Bryan McKinnon	0.7	PPA Specialist
<u>Jakob Hughes</u>	<u>0.5</u>	<u>PPA Specialist</u>
Barb Steusloff	<del>0.5</del> <u>0.1</u>	PPA Specialist
Melissa Laird	0.0	Billing
<u>Hannah Vinyard</u>	<u>0.3</u>	<u>PPA Specialist</u>
<u>Rudy Baum</u>	<u>0.4</u>	<u>PPA Specialist</u>

**Table 2: Unique Program Elements**

<b>Program Element</b>	<b>Deliverable(s)</b>
<b>Resource Consistency Workgroup (RCW)</b> – <i>a workgroup of PPA specialists focused on improving branding and messaging consistency across the partnership.</i>	Work with the other members of the workgroup and Ecology to draft and finalize a workgroup charter and work plan for the RCW to use going forward. The charter should include the following items. <ul style="list-style-type: none"> <li>• Mission Statement or charge.</li> <li>• Powers and authority of committee.</li> <li>• Composition of the committee.</li> <li>• Roles and responsibilities.</li> <li>• Decision-Making</li> </ul> The work plan should include the following items. Tasks for this biennium, including major milestone, timelines, and work products.
	Review and provide feedback to Ecology on draft documents for the Pollution Prevention Assistance partnership. See completed charter, and Ecology review procedures for more details.
	Participate in at least 90% of the workgroup meetings. If you are unable to attend the meeting, give the RCW lead as much notice as possible, and follow up with any assignments or document review as soon as possible.
<b>Mentoring</b> (see also Appendix A, Section VIII.2. for reference)	<del>Mentor up to 5 new PPA staff assigned by Ecology.</del>
	<del>Provide guidance to specialist to ensure all checklist areas are covered and issues are addressed in a professional and timely manner. See mentor guidance and evaluation checklist.</del>
<b>School Health &amp; Safety Inspection Program</b>	Conduct 28 initial PPA visits (full PPA checklist addressed) at schools in conjunction with the district’s required Health & Safety inspections.

<u>All-Staff Planning Committee – Four separate committees (one for each training event) made up of PPA specialists and Ecology staff.</u>	<u>Work with one to three other partner jurisdictions to plan and organize one event. Ecology will provide support.</u>
	<u>With other committee members, determine a lead to schedule planning meetings, track tasks, and finalize the agenda.</u>
	<u>Arrange for meeting logistics (venue, food, and beverage; if in person) and speakers.</u>

All other terms and conditions of the original Agreement including any other amendments remain in full force and effect, except as expressly provided by this Amendment.

This Amendment is signed by persons who represent that they have the authority to execute this Amendment and bind their respective organizations to this Amendment.

This Amendment is effective on the Ecology signature date.

IN WITNESS WHEREOF, the parties below, having read this Amendment in its entirety, including any attachments, do agree in each and every particular as indicated by their below signatures.

**State of Washington  
Department of Ecology**

**Kitsap Public Health District**

By:

By:

\_\_\_\_\_  
Signature    Date

*Keith Grellner*    May 4, 2022  
\_\_\_\_\_  
Signature    Date

\_\_\_\_\_  
Heather R. Bartlett

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Keith Grellner

\_\_\_\_\_  
Deputy Director

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Administrator