

SNOHOMISH COUNTY COUNCIL  
Snohomish County, Washington

MOTION NO. 24-180

MOTION AUTHORIZING THE EXECUTIVE TO SIGN AMENDMENT NO. 2  
WITH VOLUNTEERS OF AMERICA WESTERN WASHINGTON TO PROVIDE  
ADVANCING HEALTH LITERACY TO ENHANCE EQUITABLE COMMUNITY RESPONSES  
TO COVID-19 GRANT FUNDING

WHEREAS, Snohomish County, acting through its Health Department, previously entered into an Agreement with Volunteers of America Western Washington to provide Advancing Health Literacy to Enhance Equitable Community Responses to COVID-19 (AHL) grant funding; and

WHEREAS, the parties subsequently amended the AHL agreement extending the term of the Agreement to continue its work through a date to be determined by the United States Department of Health and Human Services ("Amendment 1"); and

WHEREAS, the Snohomish County Health Department promotes changes in the health care delivery system that improves health information, communication, informed decision-making, and access to health services for the residents of the county; and

WHEREAS, the Snohomish County Health Department has the sole responsibility to develop and disseminate health and safety information that is accurate, accessible, and actionable; and

WHEREAS, extending this current body of work into the future will help to increase the health literacy of Snohomish County residents; and

WHEREAS, Volunteers of America Western Washington is a trusted voice in the community and has proven itself as a valuable partner to the Health Department and has been instrumental in advancing health literacy within Snohomish County; and

WHEREAS, Volunteers of America Western Washington and the Snohomish County Health Department has a current need to enter into an amendment to increase funds to \$200,000 of the grant agreement for advancing health literacy;


NOW, THEREFORE, ON MOTION, the County Council hereby authorizes the Executive to sign an amendment with Volunteers of America Western Washington in substantially the form as that attached hereto as Exhibit A.

PASSED this 22<sup>nd</sup> day of May, 2024.

SNOHOMISH COUNTY COUNCIL  
Snohomish County, Washington

  
\_\_\_\_\_  
Council Chair

ATTEST:

  
\_\_\_\_\_  
Deputy Clerk of the Council

# **EXHIBIT A**

## **AMENDMENT NO. 2 TO GRANT AGREEMENT BETWEEN SNOHOMISH COUNTY AND VOLUNTEERS OF AMERICA WESTERN WASHINGTON**

This Amendment No. 2 to the Grant Agreement between Snohomish County and Volunteers of America Western Washington is made and entered into on the 29th day of May, 2024, between the SNOHOMISH COUNTY, a political subdivision of the State of Washington, hereinafter called “County” and VOLUNTEERS OF AMERICA WESTERN WASHINGTON, a Washington nonprofit corporation, hereinafter called the “Subrecipient.”

WHEREAS, the Snohomish Health District and Subrecipient previously entered into a subrecipient Grant Agreement to provide Advancing Health Literacy to Enhance Equitable Community Responses to COVID-19 (AHL) grant work through June 30, 2023;

WHEREAS, effective January 1, 2023, the Snohomish Health District assigned its rights and responsibilities under the Grant Agreement to the County;

WHEREAS, on June 19, 2023, the County and Subrecipient executed an Amendment No. 1 to the Grant Agreement to allow the Subrecipient to continue its work through a date to be determined by the United States Department of Health and Human Services;

NOW THEREFORE, the Agreement is hereby amended as follows:

Each and every provision of the Original Agreement dated November 3, 2022, shall remain in full force and effect, except as modified below:

1. All references to the “Snohomish Health District,” “District,” or “SHD” are hereby replaced with the words “Snohomish County” or “County.”
2. Section 3.1 of the Grant Agreement is hereby replaced in its entirety as follows:  
The County agrees to provide up to a maximum consideration not to exceed \$200,000 to the Subrecipient for the performance of activities in support of the AHL grant through such date as determined by Health and Human Services (HHS), and not accounted for in the Subrecipient’s budget approved as of August 19, 2022. The County shall pay the Grant Funds to the Subrecipient on a reimbursement basis only for actual costs incurred, including expenses identified in the Cost Reimbursement Form (Exhibit A) or as authorized in advance by the County. The County shall not make payment in advance or in anticipation of services or supplies to be funded by the Grant Funds under this agreement.
3. Exhibit E of the Grant Agreement is hereby replaced in its entirety by the Amended Exhibit E attached hereto and incorporated herein by this reference.

IN WITNESS THEREOF, Subrecipient has caused this Amendment No. 2 to the Grant Agreement to be executed by its Chief Executive Officer, and the County has caused this Amendment No. 2 to be executed by its Executive, each of whom have authority to bind their respective entities.

**SNOHOMISH COUNTY**

**Harper,  
Lacey**

Digitally signed by  
Harper, Lacey  
Date: 2024.05.29  
09:49:31 -07'00'

County Executive Director

Date

**VOLUNTEERS OF AMERICA  
WESTERN WASHINGTON**



5/7/2024

Brian Smith  
Chief Operating Officer

Date

Snohomish County Council  
Approved: 5/22/2024  
ECAAF 2024-0643 / Motion 24-180

## **Exhibit E**

### **Amended Scope of Work**

- Vice President of Community Engagement (VPCE) will serve as the dedicated staff member on this HHS project, developing and refining our work plan throughout the duration of the project, as well as providing quarterly invoices and progress reports. As a member of the VOAWW Executive team this will ensure timely access to key decisionmakers within our organization;
- VPCE and Administrative Assistant (i.e., Digital Media and Design Specialist) will coordinate with Snohomish Health Department staff to produce co-branded AHL and VOAWW health literacy-based materials for the clients and communities we serve;
- VPCE and Volunteer Coordinator (VC) will coordinate with VOAWW Senior Leadership to continue to produce and distribute health literacy co-branded materials at VOAWW events and worksites;
- VPCE will attend monthly meetings with the District's AHL Team, as well as with project partner organizations to share updates and progress;
- VPCE will participate in health literacy trainings throughout the duration of the contract.