*Social Media Training*

# Interlocal Agreement

## Description

This Interlocal Agreement ("Agreement") is entered into between the **Olympic Region Clean Air Agency**, (hereinafter referred to as the "Agency"), a municipal corporation of the laws of the State of Washington, and **Puget Sound Clean Air Agency** (hereinafter referred to as **"PSCAA"**), 1904 Third Avenue, Suite 105, Seattle, WA 98101, **Northwest Clean Air Agency (**hereinafter referred to as **"NWCAA"**), 1600 S. 2nd St., Mt Vernon, WA 98273, **Spokane Regional Clean Air Agency** (hereinafter referred to as **"SRCAA"**), 1610 S Technology Rd, Spokane, WA 99224, **Lane Regional Air Protection Agency** (hereinafter referred to as **"LRAPA"**), 1010 Main St, Springfield, OR 97477, **Southwest Clean Air Agency** (hereinafter referred to as **"SWCAA"**), 5101 NE 82nd Ave, Suite 101 Vancouver, WA 98662, and **Benton Clean Air Agency** (herein after referred to as **"BCAA"**), 526 S. Steptoe St., Kennewick, WA 99336. Collectively, the partnering entities other than ORCAA ("Agency") are referred to herein as "Partner Agencies."

## Purpose of this Agreement

The Agency wishes to partner with a subgroup of the Northwest Air Quality Communicators Group (a consortium of communicators from air quality agencies in Washington, Oregon, Idaho and British Columbia herein after "NWAQC") to create a series of ***Social Media Training Tools and Resources***.

This agreement provides the mechanism for cost reimbursement as well as creates guidelines on how the Agency and Partner Agencies will work together.

The primary objective of this agreement is to provide a mechanism for the Agency and the Partner Agencies to contribute to the financial costs of the contract and specify how the Agency engages their input.

## Scope of this Agreement

### *Duties of Agency*

The Agency shall draft and manage the contract with the designated Contractor, The Rhizome Collaborative (Contractor). In addition, the Agency shall lead the Steering Committee, scheduling regular meetings – at least monthly – and facilitating any needed decisions with the group during those meetings. The Agency is responsible for drafting and sending agendas, scheduling Steering Committee meetings, and sharing notes with action items and key decisions made back to the Executive Committee. The Agency will also share decisions made with the Contractor so that they can incorporate those decisions in deliverables. For substantive technical solution and creative content decisions, the Agency will call a vote of the Steering Committee and also carries one vote.

### *Duties of Partner Agencies*

The Agency and Partner Agencies will serve on the Steering Committee. Partner Agencies will participate in regular meetings, providing their input and guidance on the development of the content.

For substantive technical solution and creative content decisions, the Agency and Partner Agencies will discuss and vote at Steering Committee meetings, with a simple majority of a quorum carrying

the decisions and each agency having one vote. Agencies must be present at Steering Committee meetings in order to vote; if not present they will not have the opportunity to vote.

### *Compensation*

Each entity identified below will contribute the specified amount identified below toward the implementation of this agreement.

PSCAA: ..... $1,750
ORCAA: ..... $1,750
SRCAA: ..... $1,750
SWCAA: ..... $1,750
NWCAA: .... $1,000
LRAPA: ..... $1,000
BCAA: ..... $1,000

Upon receiving an invoice from the Agency, the Partner Agencies listed above shall pay the amount identified to the Agency within 30 days. The Agency shall maintain all invoices related to this project and make them available to any Partner Agency upon request.

## Term

The effective date of this Agreement is **April 2, 2026**. No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by the Agency. The termination date of this Agreement is June 30, 2026.

## Communications

The following persons shall be the contact for all communications regarding the performance of this Agreement.

## Interlocal Agreement, Continued

| Name | Agency | Title | Address | Phone | Email address |
|---|---|---|---|---|---|
| Phyllis McElroy | PSCAA | Communications Manager | 1904 Third Avenue, Suite 105 Seattle, WA 98101 | (206) 689-4077 | PhyllisM@pscleanair.gov |
| Dan Nelson | ORCAA | Communications Manager | 2940 Limited Lane NW, Olympia, WA 98502 | (360) 539-7610 x111 | Dan.nelson@orcaa.org |
| Lisa Woodard | SRCAA | Communications/ Outreach Manager | 1610 S. Technology Blvd., Ste. 101 Spokane, WA 99224 | (509) 477-4727 x115 | lwoodard@spokanecleanair.gov |
| Seth Preston | NWCAA | Communications Program Manager | 1600 S. 2nd St., Mount Vernon, WA 98273 | (360) 428-1617 x235 | sethp@nwcleanairwa.gov |
| Matt Sorenson | LRAPA | Communications Manager | 1010 Main St., Springfield, OR 97477 | (541) 736-1056 x217 | msorensen@lrapa-or.gov |
| Uri Papish | SWCAA | Executive Director | 5101 NE 82nd Ave. Ste. 101, Vancouver, WA 98662 | (360) 574-3058 x112 | uri@swcleanair.gov |
| Rob Rodger | BCAA | Executive Director | 526 S. Steptoe St., Kennewick, WA 99336 | (509) 783-1304 x102 | Rob.rodger@bentoncleanair.org |

### Copyright Provisions

All materials created pursuant to this agreement shall be considered public domain products, with each party to this agreement retaining equal rights in the materials, including right to use, modify, and distribute them without seeking further consent from the other parties.

### Termination

Any party may terminate this Agreement at any time with or without cause by giving a thirty day (30) written notice of such termination and by specifying the effective date of the termination. Upon termination of this Agreement, the Agency, in addition to any other rights provided in this Agreement, may require the **partner agencies** to deliver to the Agency any property specifically produced or acquired for the performance of such part of this Agreement as has been terminated.

# Interlocal Agreement, Continued

## Assignment

The work and/or services provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by any party, in whole or in part, without the express prior written consent of the other parties.

## Indemnification

Each party to this agreement shall be responsible for its own acts and/or omissions and those of its officers, employees and agents. No party to this agreement shall be responsible for the acts and/or omissions of entities or individuals not a party to this agreement.

## Compliance with All Laws and Regulations

The parties shall comply with all applicable local, state, and federal laws, regulations and standards necessary for the performance of this Agreement.

## Non-discrimination

During performance of this Agreement, the parties shall comply with all federal, state, and local nondiscrimination laws, regulations, and policies, including but not limited to, Title VI of the Civil Rights Act and all implementing regulations.

**THIS Agreement** is executed by the persons signing below, who warrant they have the authority to execute this Agreement.

## Interlocal Agreement, Continued

### *OLYMPIC REGION CLEAN AIR AGENCY*

By: Jeff Johnston
Jeff Johnston (Apr 8, 2026 14:52:58 PDT)

Jeff Johnston

Executive Director

Olympic Region Clean Air Agency

Date: 04/08/2026

### *PUGET SOUND CLEAN AIR AGENCY*

By:

Christine Cooley
Christine Cooley (May 1, 2026 14:05:21 PDT)

Christine Cooley

Executive Director

Puget Sound Clean Air Agency

Date: 04/08/2026

### *SPOKANE REGIONAL CLEAN AIR AGENCY*

By:

April Westby
April Westby (Apr 6, 2026 16:46:25 PDT)

April Westby

Executive Director

Spokane Regional Clean Air Agency

Date: 04/06/2026

### *NORTHWEST CLEAN AIR AGENCY*

By:

Mark Buford

Executive Director

Northwest Clean Air Agency

Date: 04/15/2026

## Interlocal Agreement, Continued

*LANE REGIONAL AIR PROTECTION AGENCY*

By: _____

Travis Knudsen

Executive Director

Lane Regional Air Protection Agency

Date: 04/06/2026

*SOUTHWEST CLEAN AIR AGENCY*

By: Uri Papish
Uri Papish (Apr 6, 2026 16:06:19 PDT)

Uri Papish

Executive Director

Southwest Clean Air Agency

Date: 04/06/2026

*BENTON CLEAN AIR AGENCY*

By: Rob Rodger
Rob Rodger (Apr 7, 2026 10:14:04 PDT)

Rob Rodger

Executive Director

Benton Clean Air Agency

Date: 04/07/2026