SJC Agreement No.
11AG.001

INTERLOCAL AGREEMENT
Between
WASHINGTON STATE UNIVERSITY EXTENSION
And
SAN JUAN COUNTY

I. Background

The mission of Washington State University Extension is to assist the people of Washington State in making informed decisions through research and experience-based educational programs, to improve agriculture and natural resources, to improve capabilities of individuals and families, to aid communities in developing and adapting to changing conditions, and to provide developmental opportunities for youth. Washington State University Extension conducts educational programs in all 39 counties in the state of Washington. Faculty members and support staff are employed to plan, conduct, and evaluate these programs. Counties maintain close coordination and cooperation with Washington State University Extension to provide clientele with educational programs in the Extension program areas of Agriculture and Natural Resources, Community Resource Development, and 4-H/Youth.

II. Purpose

The purpose of this Agreement is to formalize the longstanding relationships between Washington State University Extension and San Juan County. This also continues a longstanding, joint funding relationship for County/area Extension educators and designated support staff. It is the intent of this Agreement to provide clientele in San Juan County with educational programs in the Extension program areas of Agriculture and Natural Resources, Community Economic Development, and 4-H Youth. This Interlocal Agreement supersedes the Memorandum of Understanding (MOU), Contract No. 14F-4130-0128 entered into between the parties on December 29, 1986 and all supplements to that MOU.

III. Under the terms of this Agreement, Washington State University Extension agrees to:

A. Recruit, employ and establish salaries for County/area Extension educators and designated WSU support staff for San Juan County. Approval will be obtained from the County Administrator before an individual is hired and assigned to the County.

B. Additional annual salary increases for all Extension faculty and designated WSU support staff will match the average percentage determined by the Washington State Legislature.
C. Supplement the funds received from the San Juan County personal services contract and pay total salary and fringe benefits for each County/area educator and designated staff member.

D. Submit to San Juan County at the beginning of each month a monthly invoice for one-twelfth (1/12) of the amount of the personal services contract appearing in Appendix A of this Agreement.

E. In cases where position vacancies occur during a month, adjust the year-end reconciliation for any portion of services not rendered while the vacancy exists.

F. Provide fringe benefits to County/area Extension educators as outlined in the WSU Faculty Manual and provide fringe benefits to support staff as outlined by the Higher Education Personnel Board.

G. Grant annual leave, sick leave, professional leave, other leave, and holidays as outlined in the WSU Faculty Manual for County/area Extension educators or in the Higher Education Personnel Board handbook for jointly funded or fully WSU funded support staff.

H. Provide in-service education for County/area Extension educators.

I. Provide San Juan County the expertise of Extension State specialists of Washington State University to support county/area Extension educators to plan and implement educational programs.

IV. **Under the terms of this Agreement, San Juan County will:**

A. Pay one twelfth (1/12) of the amount agreed upon in Appendix A each month to Washington State University for Extension education services to be rendered in San Juan County.

B. Promptly pay the invoice voucher from Washington State University that will be received at the beginning of each month.

C. Furnish office facilities for faculty and support staff.

D. Provide an adequate operating budget to carry out Extension educational programs for citizens of the County. This budget will cover secretarial and support staff salaries not covered by this Agreement, and telephone, office equipment, teaching and office supplies, and travel costs.

V. **Washington State University and San Juan County jointly agree that:**

A. Additional program support staff positions may be employed and fully funded by either party to assist in carrying out Extension educational programs in the County.
B. This Agreement is effective upon being signed by appropriate representatives of the two organizations. This Agreement may be periodically reviewed and amended or supplemented as may be mutually agreed upon in writing.

C. This Agreement shall continue in effect until December 31, 2020. If either party desires to terminate this contract before December 31, 2020, that party shall give written notice to the other party no later than October 1st of any calendar year. The contract shall then terminate on December 31st of the same year that the notice of termination is given.

D. The provisions of Appendix A shall be revised for the fiscal years beyond 2011.

E. The administrator of the Agreement shall be the San Juan County Extension Director.

WASHINGTON STATE UNIVERSITY EXTENSION

Linda K. Fox, Associate Dean  1/13/11

Date

SAN JUAN COUNTY UNIVERSITY EXTENSION OFFICE

Tom Schultz, Director  1-3-2011

Date

FINAL APPROVAL

Pete Rose, County Administrator

Daniel G. Nordquist  1/18/11

Date

AVPRA/Director Office of Grant & Research Development

APPROVED AS TO FORM ONLY

San Juan County Prosecuting Attorney

Randall K. Gaylord

By:  Karen V., 12/30/10

Date
INTERLOCAL AGREEMENT
Between
WASHINGTON STATE UNIVERSITY EXTENSION
And
SAN JUAN COUNTY
2011

APPENDIX A

The following funds will be provided under this Memorandum of Agreement for the period January 1, 2011 through December 31, 2011 to provide Extension programs for San Juan County.

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<thead>
<tr>
<th>Position</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Extension Director</td>
<td>$18,745</td>
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<td>Extension Agriculture Coordinator</td>
<td>$18,504</td>
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<tr>
<td>TOTAL</td>
<td>$37,249</td>
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