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CHANDLER GROOMES  
OKANOGAN COUNTY CLERK

SUPERIOR COURT OF WASHINGTON  
COUNTY OF OKANOGAN

IN THE MATTER OF THE RESPONSE BY  
OKANOGAN COUNTY SUPERIOOR COURT TO  
THE PUBLIC HEALTH EMERGENCY IN  
WASHINGTON STATE

No. 21-2-00001-24

COURT'S STANDING ORDER ESTABLISHING  
EVICTION RESOLUTION PILOT PROGRAM

*Effective September 1, 2021 through June 30,  
2023*

1. **Findings.** It is recognized that:

- A. Since late February 2020, the COVID-19 public health and economic crisis have combined to cause great health, social and economic harm to the people of the state of Washington, rendering many thousands unable to meet basic living expenses, including but not limited to rent expenses.
- B. Responding to the public health and economic emergency, on March 18, 2020, Governor Inslee issued Proclamation No. 20-19 imposing a moratorium on most residential evictions in Washington State. This Proclamation was renewed and the eviction moratorium was extended on multiple occasions. The most recent extension (Proclamation 20-19.6) expired June 30, 2021. Governor Inslee issued a Bridge Proclamation 21-09 on June 29, 2021.
- C. Anticipating significant numbers of unlawful detainer filings upon anticipated expiration of the Governor's eviction moratorium, the Superior Court Judges' Association asked its Unlawful Detainer Work Group to develop a means of diverting nonpayment of rent cases away from the courts and into a collaborative resolution process that brings together landlords and their attorneys, tenants, legal aid and housing justice projects,

1 administrators of state and local rent assistance programs, and trained eviction  
2 resolution specialists employed by community-based dispute resolution centers. The  
3 pre-5160 SCJA Pilot Eviction Resolution Programs (ERPs) and related operating protocols  
4 were established in King, Snohomish, Pierce, Thurston, Clark, and Spokane Counties, and  
5 conciliation and/or mediation services commenced in November 2020.

- 6 D. Current estimates indicate that more than 220,000 <sup>1</sup> individual households are currently  
7 in rent arrears and face the prospect of potential eviction after the current moratorium  
8 expires.
- 9 E. On April 22, 2021, Governor Inslee signed Engrossed Second Substitute Senate Bill  
10 5160 into law (*i.e.* ch.115, Laws of 2021) which took effect that day. This legislation  
11 substantially changes the law governing landlord-tenant relations, generally prevents  
12 eviction for failure to pay unpaid rents accrued during the Governor's eviction  
13 moratorium, changes unlawful detainer practice and procedure, provides statewide  
14 authorization and support for court-established Eviction Resolution Pilot Programs  
15 (ERPPs) beyond the initial six pilot programs established pre-5160 by the SCJA and  
16 establishes a right to counsel for indigent tenants in unlawful detainer proceedings.
- 17 F. The final FY 2021-23 operating budget enacted by the Washington State Legislature  
18 provides funding to underwrite ERPP operations, implement the right to counsel  
19 program for indigent tenants, and includes \$658,000,000 for rent assistance payments to  
20 tenants and landlords, offering landlords and tenants significantly expanded  
21 opportunities to resolve rent related disputes that might otherwise lead to the filing of  
22 an unlawful detainer action following expiration of the eviction moratorium.
- 23 G. Court operations have been substantially curtailed since April 2020 due to the COVID-19  
24 pandemic. Mandatory orders issued by the Washington Supreme Court and the need to  
25 comply with essential public health and safety protocols have caused this court to  
26 suspend and/or modify various operations, delay criminal and civil trials, and establish  
27 other procedures that have had a profound negative impact on how and when this court

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28 <sup>1</sup> Surveys from July 5<sup>th</sup>, 2021 suggest that approximately 16% of Washington's renters are behind on rent, or  
220,059 households. (<https://www.census.gov/data/tables/2021/demo/hhp/hhp33.html#tables>; see Housing  
Tables 1b).

1 considers and renders judgment in cases in virtually all dockets. This has resulted in a  
2 continuing substantial backlog of civil, criminal, juvenile, and child welfare matters. The  
3 COVID-19 challenges have been compounded by the anticipated new demands on this  
4 court resulting from *State v. Blake*, 197 Wash.2d 170, 481 P.3d 521 (2021).

- 5 H. Given the administrative backlog this court is facing, the anticipated deluge of unlawful  
6 detainer filings following expiration of the Bridge Proclamation 21-09 after September  
7 30, 2021, and implementation of OCLA's right to counsel for indigent tenants in unlawful  
8 detainer actions (aka proceedings) presents a continuing threat to the ability of this court  
9 to timely hear and fairly decide such cases consistent with statutory deadlines, due  
10 process and mandated procedures.
- 11 I. State and local rent-assistance programs offer the opportunity for immediate assistance  
12 in addressing rent arrearages (or portions thereof) and avoiding the need to seek  
13 recourse through the unlawful detainer process. It is in this court's interest in managing  
14 its docket, facilitating just outcomes, and wisely utilizing scarce judicial resources to  
15 divert not-yet-filed cases away from the contested unlawful detainer process in court to  
16 an eviction resolution pilot program where there is a reasonable likelihood of a just  
17 resolution.
- 18 J. Sec. 7(2) of ch. 115, Laws of 2021 requires that, where an ERPP is established under  
19 authority of a standing judicial order, landlords use that program before filing an  
20 unlawful detainer action based on nonpayment of rent. Section 7(3) requires that the  
21 landlord provide an ERPP notice to the tenant of the eviction resolution program along  
22 with the 14-day notice to pay or vacate prior to filing an unlawful detainer action. The  
23 Court adopts and requires the Landlord to use the form ERPP Notice developed by AOC  
24 in collaboration with the Office of the Attorney General. See *Exhibit A* hereto.
- 25 K. Governor Inslee issued Bridge Proclamation 21-09 on June 29, 2021, which is effective  
26 from July 1 – September 30, 2021. The Bridge Proclamation is not an extension of the  
27 Governor's Eviction Moratorium Proclamation (20-19). All evictions typically allowed  
28 under the law, with the exception of non-payment of rent, may resume July 1<sup>st</sup>, although  
note the CDC's "limited" emergency extension of its *Eviction Moratorium* now in  
effect from August 3, 2021 through October 3, 2021 at [Signed-CDC-Eviction-  
Order.pdf](#)

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- L. As required by the Bridge Proclamation: (1) The local rental assistance program submitted an attestation to the appropriate entity/entities affirming that it is operational in this county; and (2) the local dispute resolution center will (if it hasn't already) submit an attestation to the appropriate entity/entities affirming ERPP is operational in this county.
- M. *Exhibit A* hereto suffices as the ERPP Notice required by the Bridge Proclamation that the landlord must give to the tenant providing an opportunity to participate in an operational rental assistance program and an operational ERPP.
- N. The necessity of an effective and meaningful ERPP is key to successful diversion of cases from the court. The court recognizes the local DRC does not have unlimited human and other resources to handle the anticipated massive influx of nonpayment of rent cases requiring ERPP. The court also recognizes that an effective ERPP requires the local DRC to implement ERPP intake and processing protocols, for example, requiring one e-mail per each ERPP notice related to one tenant and scheduling ERPP meet and confer appointments on a first come-first serve basis as well as other protocols.
- O. As required by Sec. 8 of ch. 115, Laws of 2021 and as interpreted by the Attorney General of Washington pursuant to a letter issued on July 9, 2021, indigent tenants in unlawful detainer actions (aka proceedings) have a right to counsel notwithstanding that OCLA's full implementation of the right-to-counsel plan has not yet occurred. Accordingly, unlawful detainer actions (aka proceedings) involving indigent tenants who have requested counsel will be delayed until OCLA certifies that the conditions precedent to operationalizing the right-to-counsel plan have been met and such certification has been transmitted to this court with the caveat that the court may continue the case to allow the tenant to access legal services, allowed by law, on behalf of the tenant in the pending case
- P. It is understood that, pending certification of the right-to-counsel program's availability and subject to the caveat detailed in Para. O hereinabove, the local Dispute Resolution Center (DRC) is prepared to assist tenants facing the threat of eviction and help tenants resolve that threat through non-judicial processes including the Eviction Resolution Program (ERPP).

1 Q. This court has determined it appropriate to issue this standing order to establish an  
2 Eviction Resolution Pilot Program to divert unlawful detainer cases from the docket and  
3 facilitate both pre-filing resolution of cases where the principle issue in context is non-  
4 payment of rent. The court designates that Judge Henry Rawson will serve as the  
5 procedural point person to work with relevant stakeholders on the implementation and  
6 ongoing administration of the ERPP and such designation has been provided to the  
7 Administrative Office of the Courts.

8 **2. Order:**

9 **A. Landlord/Landlord counsel's Obligations regarding Eviction Resolution.** Prior to serving  
10 and/or filing a summons and complaint for nonpayment of rent *post-moratoria* the  
11 landlord or landlord's counsel shall:

12 (i) *strictly comply with* the notice, service, and certification requirements of Sec. 7(3),  
13 (4), and (5) of Chapter 115, Laws of 2021, and the Governor's Bridge Proclamation 21-09  
14 issued on June 29, 2021 as applicable;

15 (ii) meet and confer with the local DRC, the tenant and the tenant's attorney to  
16 facilitate the resolution of the issue of nonpayment of rent, *e.g.* accessing rental  
17 assistance as well as entering reasonable payment plans; and

18 (iii) file the ERPP DRC Certification Form at the time of filing a summons and  
19 complaint with the court.

20 **B. Tenant's Obligations regarding Eviction Resolution.** Tenants must respond to landlords  
21 regarding establishing reasonable repayment plans and participate in eviction resolution  
22 programs per the timelines established in E2SSB 5160. (*See Governor's Bridge*  
23 *Proclamation – Page 4.*)

24 **C. DRC Scheduling and Certification of ERPP.**

25 **(1)** During the effective period of the Bridge Proclamation, the local DRC shall make every  
26 effort to schedule the meet and confer for the landlord and the tenant (and their  
27 respective counsel) within 28 days of receipt of the ERPP Notice;

1 (2) Once the Bridge Proclamation expires, the local DRC shall make every effort to  
2 schedule the meet and confer for the landlord and tenant (and their respective counsel)  
3 within 21 days of receipt of the ERPP Notice;

4 (3) During and after the expiration of the Bridge Proclamation, the parties may agree to  
5 extend the timeframe (as detailed in this section) for scheduling the meet and confer;

6 (4) The local DRC shall implement processes necessary to ensure the scheduling of and  
7 holding the meeting, and confer in the timeframes detailed in this section;

8 (5) During the effective time period of the Bridge Proclamation, should a tenant not  
9 engage in the first 28 days (after the landlord has issued/served the ERPP notice and,  
10 subsequently the 14-day notice to pay or vacate), DRC Certification that the landlord has  
11 satisfied the requirements of Sec. 7 of Chapter 115, Laws of 2021 shall issue;

12 (6) After the Bridge Proclamation has expired, should a tenant not engage in the first 14  
13 days (pursuant to the ERPP Notice and the 14-day notice to pay or vacate), DRC  
14 Certification that the landlord has satisfied the requirements of Sec. 7 of Chapter 115,  
15 Laws of 2021 shall issue;

16 (7) If a landlord files a nonpayment of rent unlawful detainer case without DRC  
17 certification, this Court may address whether the landlord complied with the ERPP and  
18 all conditions precedent to suit. Should the court find that the landlord was entitled to  
19 DRC certification notwithstanding DRC's failure to certify, the court may, in its discretion,  
20 still require a meet and confer or proceed with the show cause hearing or trial;

21 (8) The DRC may add relevant language to a certificate of ERPP participation prior to its  
22 issuance to a landlord that details: whether rent assistance was available at the time of  
23 the engagement (*for example*, did the tenant qualify for rent assistance and was rent  
24 assistance available in the relevant locality at this time), the date the DRC received the  
25 ERPP notice and the date on the ERPP notice, whether the tenant and landlord  
26 participated in ERPP efforts, whether the tenant and landlord had counsel during ERPP,  
27 whether the DRC was able to conduct conciliation efforts, and any other relevant  
28 information to help the court determine whether the matter is ripe for adjudication.

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D. **DRC Reporting Obligations** In order to comply with the requirements of ch. 115, Laws of 2021, Sec. 7(7) related to ERPP data collection, the Court acknowledges that the local DRC (by and through Resolution Washington, *i.e.* ResWA) has agreed to provide and will provide ERPP data as detailed in Sec. 7(7)(b)-(d) to AOC through an AOC-designated portal. It is understood that AOC will collect, analyze, and organize the data provided by the DRC and provide an ERPP data report to the legislature as required by ch. 115, Laws of 2021 Sec. 7 (8) on the dates identified therein.

E. **Initial Hearing Procedures for Unlawful Detainer Cases.**

(1) Upon implementation of the right to counsel plan for this court by OCLA pursuant to Secs. 8 and 9 of Chapter 115, Laws of 2021, the following provision will take effect: At the first hearing, the court will advise the tenant of their right to appointed counsel if indigent and inquire whether they wish to assert that right. If so, the court shall refer the tenant to the county-specific entity designated by the Office of Civil Legal Aid (OCLA) for eligibility screening and/or appointment of counsel (*e.g.* Eviction Defense Hotline or legal aid program) by sharing the name and contact number for said entity, unless counsel has previously been appointed for the tenant prior to filing of the case with the court. If a tenant is referred for appointment of counsel, the Court will continue the initial hearing as appropriate to allow the litigant to receive assistance from assigned counsel within appropriate timeframes as allowed by law and/or court rule.

(2) In non-payment of rent cases in which a DRC Certification was issued **after expiration** of the Governor’s Eviction Moratorium (*i.e.* after June 30, 2021):

(a) At the first hearing, the court shall determine:

- (i) whether the landlord has complied with the notice, service, participation, and certification filing requirements of Sec. 7 of Chapter 115, laws of 2021, and the Governor’s Bridge Proclamation 21-09 issued on June 29, 2021 as applicable; and
- (ii) whether the landlord and tenant met and conferred with the local DRC for purposes of resolving the issue of nonpayment of rent;

1 (b) If the tenant fails to appear at the first hearing, and the court finds the landlord  
2 has demonstrated compliance with the applicable law, the court may issue an order of  
3 default at the request of the landlord;

4 (c) Sanctions available for the landlord's noncompliance with notice, service, or  
5 certification filing requirements include but are not limited to: awarding attorney's fees  
6 and costs, granting a continuance, and any other relief as allowed by law and/or court  
7 rule;

8 (3) *In non-payment of rent cases in which a DRC Certification was issued during the*  
9 *Governor's eviction moratorium:* At the first hearing, the court will inquire as to the  
10 circumstances surrounding the issuance of the DRC Certification.<sup>2</sup> The court may  
11 continue the matter or consider and grant other relief as allowed by law and/or court  
12 rule.

13 (4) In non-payment of rent cases where a DRC Certification was issued along with an  
14 agreement between the parties, the court reserves its ability to enforce such  
15 agreements, including those that reached agreement on matters addressed by the rental  
16 agreement beyond nonpayment of rent.

17 F. **Superseding Effect.** This order supersedes all prior standing orders issued with respect  
18 to the practice and procedure relating to the pilot Eviction Resolution Program, if any.

19 DATED this 11<sup>th</sup> day of August, 2021.



20  
21 Christopher E. Culp, Presiding Judge

22  
23 <sup>2</sup> E.g., whether rent assistance was available at the time of the engagement (*for example*, did the tenant qualify  
24 for rent assistance and was rent assistance available in the relevant locality at this time), the date the DRC  
25 received the notice and the date on the notice, whether the tenant participated in ERPP efforts, whether  
26 tenant had counsel during ERPP, whether DRC was able to conduct conciliation efforts, and any other relevant  
27 information to help the court determine whether the matter is ripe for adjudication.



**ERPP Notice and Resource Information**

*Use this form after the eviction moratorium ends.*

**Important! Landlords:** Fill out page 1 completely and correctly with all the information that you know. Your information and your attorney's information, if you have one, must be included. You must provide a copy of this notice to the tenant and also send a copy to the local dispute resolution center serving the area where the property is located (see page 2). You should retain proof of service.



**Behind on rent? Here is a chance to resolve the dispute with your landlord**

**Superior Court Eviction Resolution Pilot Program (ERPP)**

**Tenants: To participate see below and respond by (date): \_\_\_\_\_ !**  
*(14 days after this notice is given to tenant)*

**Important! Tenants: Failure to respond to this notice within 14 days may result in the filing of a summons and complaint for an unlawful detainer action with the court (eviction).**

**To:**

Tenant's Name:	
Property Address:	
Tenant's Phone:	Tenant's Email:

**From:**

Landlord's Name:	
Landlord's service address:	
Landlord's Phone:	Landlord's Email:
Landlord's Lawyer (if any) Name:	
Lawyer's Address:	
Lawyer's Phone:	Lawyer's Email:



**Your landlord is asking you to take part in the Eviction Resolution Pilot Program**

**⚠ Do not wait! You can get help.**

**What is the Eviction Resolution Pilot Program (ERPP)?**

Your county's Superior Court uses this program. ERPP requires landlords to try to reach agreements with tenants about unpaid rent before they can ask for eviction in court. You may be eligible for **rent assistance and legal help** through the ERPP.

If you participate in the ERPP, your landlord must work with you and a specialist from your local **Dispute Resolution Center (DRC)**. If that solves the problem, great! If not, the DRC will offer free mediation. Mediation is voluntary – it only happens if both sides agree to do it.

You have a right to negotiated **payment plan** that works for you.

**Why should I participate?**



If you get this notice and do **not** respond or try to reach an agreement, your landlord may file for eviction in court. You can get help from a **free lawyer** if you are not sure what to do.

*Exhibit A*

- Rent assistance
- Free mediation
- Free legal help

**What is mediation?** It is when a trained person (a mediator) helps you solve a problem or reach an agreement with someone else. You can ask for mediation at your local **Dispute Resolution Center**. Mediators are impartial and help all participants reach resolution.

## Get help now! Contact these free resources in your county.

	<p><b>Rent Assistance</b></p> <p><i>Okanogan County Community Action Council, 424 2<sup>nd</sup> Avenue South, Okanogan, WA Phone 509-422-4041 <a href="http://occac.com/">http://occac.com/</a></i></p>
	<p><b>Dispute Resolution Centers</b></p> <p><i>Okanogan County Dispute Resolution Center, 17 Ash Street North, Omak, WA Phone 509-826-1776 <a href="http://www.okanogandrc.org/">http://www.okanogandrc.org/</a></i></p>
	<p><b>Lawyers</b></p> <p><b>Statewide Eviction Defense Screening Line 1-855-657-8387 (free)</b>  <i>When you contact the number above, you will be provided the name and contact information for local counsel to assist you.</i></p>
	<p><b>Free interpreter services are available at all these programs</b></p> <p>The Washington State Office of the Attorney General has this notice in multiple languages on its website: <a href="http://www.atg.wa.gov/landlord-tenant">www.atg.wa.gov/landlord-tenant</a>. You will also find information there on how to find a lawyer or advocate at low or no cost and any available resources to help you pay your rent. Alternatively, you may find additional information to help you at <a href="http://www.washingtonlawhelp.org">www.washingtonlawhelp.org</a> and <a href="http://www.courts.wa.gov">www.courts.wa.gov</a>.</p>

## I want to take part in the Eviction Resolution Pilot Program. What do I do now?

You can start the process by doing one of these things:

- Contact the Dispute Resolution Center in your county.
- Fill out and return this form to your landlord at the address on page 1. Keep a copy.

You can also get a lawyer, whether or not you participate in the ERPP.

<input checked="" type="checkbox"/> <b>Yes, I want help resolving my unpaid rent. Contact me at:</b>	
Tenant's Name:	
Tenant's Address:	
Tenant's Phone:	Tenant's Email: