



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Erika Lautenbach, Director

RE: Lighthouse Mission Ministries – Supplemental Pay Premium Contract

DATE: April 18, 2022

Attached is a contract between Whatcom County and Lighthouse Mission Ministries for your review and signature.

- **Background and Purpose**

This contract provides funding for supplemental pay premiums to staff providing direct services. This is a non-competitive contracting situation wherein the County will reimburse supplemental pay premiums in two rounds, up to \$1,000 each round. To be eligible, employees must work 80 or more hours in direct service in the 30 days prior to the end of the premium period. The premiums are funded with dedicated grant funding available from Washington State Department of Commerce Emergency Solutions COVID-19 (ESG-CV) Grant and County American Rescue Plan Act (ARPA) funds. The supplemental pay premiums are being provided in response to ongoing challenges and difficult work environments for employees in the professional housing and homeless services field.

- **Funding Amount and Source**

Funding for this contract, in an amount not to exceed \$117,611, is provided by local document recording fees, the Washington State Department of Commerce ESG-CV Grant (CFDA 14.231) and County ARPA (CFDA 21.027) funds. These funds are included in the 2022 budget. Council approval is required as funding exceeds \$40,000.

Please contact Ann Beck, Human Services Manager at 360-778-6055 (ABeck@co.whatcom.wa.us) or Kathleen Roy, Assistant Director at 360-778-6007 (KRoy@co.whatcom.wa.us) if you have any questions or concerns regarding this request.

