

Supplemental Budget Request

Health

Community Services

Suppl ID # 3925 **Fund 1** **Cost Center 600200** **Originator: Julia Green**

Expenditure Type: One-Time **Year 1 2023** **Add'l FTE** **Add'l Space** **Priority 1**

Name of Request: Operating Transfer in for General fund- HCF

X		
Department Head Signature (Required on Hard Copy Submission)		Date

Costs:	Object	Object Description	Amount Requested
	8301	Operating Transfer In	(\$23,427)
	Request Total		(\$23,427)

1a. Description of request:

Companion supplemental to supplemental budget numbers #3912-Healthy Children's fund-Admin which creates the offsetting operating transfer in to the General Fund for indirect costs incurred in Healthy Childrens Fund 145.

1b. Primary customers:

2. Problem to be solved:

3a. Options / Advantages:

3b. Cost savings:

4a. Outcomes:

4b. Measures:

5a. Other Departments/Agencies:

5b. Name the person in charge of implementation and what they are responsible for:

6. Funding Source:

Supplemental Budget Request


Health

Community Services

Suppl ID # 3912 **Fund 145** **Cost Center 145110** **Originator: Erika Lautenbach**

Expenditure Type: One-Time **Year 1 2023** **Add'l FTE** **Add'l Space** **Priority 1**

Name of Request: Healthy Children's Fund Administrative Fund

X  *(on behalf of Erika Lautenbach, Director)* 3/1/23
Department Head Signature (Required on Hard Copy Submission) **Date**

Costs:	Object	Object Description	Amount Requested
	4311.1000	Current Year Collections	(\$9,973,953)
	6190	Direct Billing Rate	\$92,891
	6510	Tools & Equip	\$15,000
	6520	Software	\$35,000
	6610	Contractual Services	\$260,600
	6655	Interpreter Services	\$5,000
	6720	Telephone	\$1,200
	6790	Travel-Other	\$2,000
	6810	Advertising	\$30,000
	6870	Space Rental	\$20,000
	7110	Registration/Tuition	\$10,000
	8351	Operating Transfer Out	\$23,427
	Request Total		(\$9,478,835)

1a. Description of request:

Health and Community Services requests spending authority for the recently established Healthy Children's Fund. The Healthy Children's Fund supports investments in early learning and care and vulnerable families as identified in Ordinance 2022-045 and approved by voters in November 2022. This supplemental request is for the administrative fund, which is capped at nine percent of the funds collected over the life of the levy. Other supplementals associated with the Healthy Children's Fund are for early learning and care and for vulnerable children and families. Those supplemental budget requests will be transmitted to Council once the prioritization process for strategies is complete and a more defined timeline for activities and contracts is developed.

An implementation plan, Resolution AB2023-127, was developed for the first two years, including strategies and a timeline. Annual revenue for the overall fund is anticipated to be \$9.9M in 2023 and \$9.9M 2024. 2023 spending within the administrative fund in 2023 is anticipated to be \$450,118, which includes some significant upfront costs for external program evaluation in order to develop the evaluation criteria and metrics. It is anticipated that following years 1 and 2, the annual cost for external program evaluation will reduce significantly. This request for 2023 administrative fund spending authority will allow Health and Community Services to build infrastructure, including hiring new staff, developing processes/policies/programs, contract with an external evaluation firm, and develop funding opportunities.

This request would establish position control for two new positions. First, this will fund an Assessment and Evaluation Specialist to create internal capacity to continually monitor, assess, and evaluate the effectiveness of the programs and services delivered. Ordinance 2022-45 enunciated the need for both external and continual evaluation of the effectiveness of the fund, and Health and Community Services has no evaluation specialists currently on staff to lead this work.

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Suppl ID # 3912

Fund 145

Cost Center 145110

Originator: Erika Lautenbach

Second, this will fund an Associate Contract Coordinator to assist with writing and processing contracts, provide technical assistance, and work with contractors on questions regarding invoices, deliverables, and other support needed. Because the implementation plan emphasizes the need for a mixed delivery system, especially for early learning and care, many of the RFP respondents may have never worked with government in the past. Providing support to help ensure successful navigation of county processes and systems will be important.

Other staff dedicated to the Healthy Children's Fund are using leveraged funds such as the behavioral health fund and ARPA. Once ARPA funding ends, some of these positions will transition to Healthy Children's Fund within the administrative budget.

Contractual expenses include contracted services for community engagement, outreach and communication (\$30,000); interpretation/translation of materials and resources (\$5,000); implementation plan program development (\$35,600); qualitative data collection (\$15,000); evaluation of fund administration including related of county processes and systems (\$25,000); and biennial program evaluation (\$150,000). In addition, \$35,000 for a Performance Management platform is included to support outcome collection and evaluation.

1b. Primary customers:

Whatcom County Residents

2. Problem to be solved:

Health and Community Services is tasked with implementing a ten-year plan for early learning and care and vulnerable children and families. The department doesn't currently have the expertise or staffing to support some of the programs and services outlined in Ordinance 2022-045 or envisioned in the implementation plan. The administrative funds were defined in Ordinance 2022-045 in order to allow Health and Community Services, the fund administrator, to effectively and successfully implement programs and services, provide outreach, education, and technical assistance, and evaluate the success of the programs and the overall fund.

3a. Options / Advantages:

Having staff and contracting capacity will allow Health and Community Services to effectively monitor, evaluate, and report on the impact of programs and services funded by the Healthy Children's Fund. Employing a mix of internal staff capacity and outside contracts allows the department to balance the need for specialized skills and the ongoing, daily administrative and contracting needs.

3b. Cost savings:

The administrative fund within the Healthy Children's Fund allows Health and Community Services to provide needed staffing and contractual support for the fund priorities without using general fund.

4a. Outcomes:

- Improve childhood well-being.
- Improve early learning & care and support vulnerable children and their families.
- Increase in the percentage of kids entering kindergarten ready to learn.
- Reduce the number of children experiencing abuse and neglect.

4b. Measures:

To measure and monitor overall progress toward the overarching goal of early childhood well-being, Health and Community Services will track and report estimated changes in two population-level measures: kindergarten readiness and child abuse & neglect. We will also track and report population-level headline indicators for the areas within two priority areas, early learning and care (affordability, accessibility, high-quality, and professional) and supporting vulnerable children (mental & behavioral health, homelessness, and supporting parents). Performance measures will be collected and reported for the various strategies that the Healthy Children's Fund implements. For example, performance measures will allow for tracking and reporting how many early learning and care slots were created and the cost of each slot by fund allocation.

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Fund 145

Cost Center 145110

Originator: Erika Lautenbach

A Healthy Children's Fund annual report will provide data on the performance of levy-funded activities, including progress toward meeting overall levy goals and strategies, headline indicator measurements, performance measures, lessons learned, and strategies for continuous improvement.

5a. Other Departments/Agencies:

Finance, Executive's Office, Legal

5b. Name the person in charge of implementation and what they are responsible for:

Erika Lautenbach

6. Funding Source:

Whatcom County Healthy Children's Fund

Supplemental Budget Request

Health

Community Services

Suppl ID # 3915 Fund 145 Cost Center 145000 Originator: Julia Green

Expenditure Type: Ongoing **Year 1** 2023 Add'l FTE Add'l Space **Priority** 1

Name of Request: 2023-24 Healthy Children's Fund labor pool

<p>X </p> <p>Department Head Signature (Required on Hard Copy Submission)</p>	<p>2/16/23</p> <p>Date</p>
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Costs:	Object	Object Description	Amount Requested
	6110	Regular Salaries & Wages	\$62,531
	6195	Direct Billing Offset	(\$92,981)
	6210	Retirement	\$6,409
	6230	Social Security	\$4,784
	6245	Medical Insurance	\$16,416
	6255	Other H&W Benefits	\$1,862
	6259	Worker's Comp-Interfund	\$728
	6269	Unemployment-Interfund	\$251
	Request Total		\$0

1a. Description of request:

Companion supplemental to supplemental budget number #3912-Healthy Children Initiative, which creates the payroll infrastructure in labor pool cost center 145000 to one Program Specialist and a Contract Coordinator position. Payroll costs incurred are reflected in the companion supplemental budget.

1b. Primary customers:

2. Problem to be solved:

3a. Options / Advantages:

3b. Cost savings:

4a. Outcomes:

4b. Measures:

5a. Other Departments/Agencies:

5b. Name the person in charge of implementation and what they are responsible for:

6. Funding Source:

Supplemental Budget Request

Status: Pending

Parks & Recreation

Suppl ID # 3921 Fund 326 Cost Center 326061701 Originator: Bennett Knox

Expenditure Type: One-Time Year 1 2023 Add'l FTE Add'l Space Priority 1

Name of Request: Plantation Rifle Range HVAC & Roof Replacement

X



3/1/23

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6630	Professional Services	\$14,700
	7380	Other Improvements	\$59,032
	Request Total		\$73,732

1a. Description of request:

ORD 2021-015, authorized \$1,070,296 for HVAC and roof replacement at Plantation Rifle Range. This request is to increase funding authorization for the project by \$73,732.

The overall project is 98% complete with roof replacement and the majority of HVAC components installed by Tiger Construction. Throughout the project there have been a number of change requests and design work needed to address design deficiencies, latent issues that needed to be resolved, and other modifications necessary to complete the project. Examples of these issues are related to existing utility and structural infrastructure, mechanical systems support structures, etc. Remaining work to complete the project includes design and construction for duct supports, electrical system repairs, and other minor tasks. Once this work is complete, the HVAC system can be certified and placed into service.

1b. Primary customers:

Plantation Rifle Range primarily serves members of the public and contracted law enforcement and educational agencies. Prior to the COVID-19 pandemic and prior to current range closure due to pending resolution of lead contamination issues, the range served over 16,000 recreational shooters and hosted 290 law enforcement and education agency training days annually.

2. Problem to be solved:

The HVAC system within the indoor range serves a critical health and safety purpose by filtering lead and other airborne contaminants for the benefit of range participants and employees. The previous HVAC system was over 36 years old and the new system is a significant upgrade that is protective of public health and will integrate with required lead management practices.

The requested additional funds are required to develop necessary, but unanticipated, final design calculations and supplemental design specifications so that the installation contractor can complete final connections, testing, and certification.

3a. Options / Advantages:

In order to complete HVAC replacement and reopen the indoor range for use by the public and law enforcement agencies by June 2023, this supplemental funding is necessary. The alternative to not fund and complete the project is not a viable option with the project nearly complete.

3b. Cost savings:

It is anticipated that there will be a reduction in energy costs due to increase energy efficiency associated with the combined roof and HVAC system. As regards the HVAC system, it is anticipated that there will be cost savings associated with the supplies and labor required to maintain the system. Labor costs associated with routine preventative maintenances are expected to be reduced due to the fact that unit

Supplemental Budget Request

Status: Pending

Parks & Recreation

Suppl ID # 3921

Fund 326

Cost Center 326061701

Originator: Bennett Knox

access is at ground level rather than rooftop. Furthermore, the new system includes monitoring equipment indicating when a particular service is required (e.g., filter media replacement).

4a. Outcomes:

With this funding allocation, installation and re-opening of the indoor rifle range is anticipated by June 2023.

4b. Measures:

In terms of the contract for services, the ultimate measure is completion of the HVAC system.

Construction services are to be provided through contract. These services monitor asbestos and lead abatement activities to certify abatement is complete, to monitor construction activities to provide quality assurance, and to certify that the HVAC system functions to performance specifications.

Upon unit operation, additional measures include improvement in air quality, ability to collect and properly dispose of contaminated filter media efficiently and in accordance with applicable regulatory requirements.

5a. Other Departments/Agencies:

Whatcom County Planning and Development Services is responsible for issuing permits and performing inspection services. The Washington Department of Ecology is responsible for administering regulations associated with the capture and appropriate disposal of airborne contaminants, such as lead, that are captured by this HVAC system.

5b. Name the person in charge of implementation and what they are responsible for:

n/a

6. Funding Source:

REET I

Supplemental Budget Request

Non-Departmental

Suppl ID # 3926

Fund 324

Cost Center 32400

Originator: Bennett Knox

Year 1 2023

Add'l FTE

Priority 1

Name of Request: *Transfer in support of Lake Whatcom Trail PB Amend*

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351.106	Operating Transfer Out	\$63,000
	Request Total		\$63,000

1a. Description of request:

Companion supplemental to supplemental budget request #3920, Lake Whatcom Trail Development - EH1. This creates the offsetting operating transfer out of the REET Fund to be transferred into the project budget fund 373 which was established by Ord. 2016-056.

1b. Primary customers:

2. Problem to be solved:

3a. Options / Advantages:

3b. Cost savings:

4a. Outcomes:

4b. Measures:

5a. Other Departments/Agencies:

5b. Name the person in charge of implementation and what they are responsible for:

6. Funding Source: