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WHATCOM COUNTY COUNCIL

TO: Satpal Sidhu, County Executive
County Councilmembers

FROM: Jill Nixon, Legislative Coordinator II

RE: Contract for the Incarceration Prevention & Reduction Task Force (IPRTF) facilitator

DATE: July 15, 2024

Enclosed is a contract with Crossroads Consulting for facilitator and project management in support of the Task Force's work to assist the Executive in planning for and oversight of the Justice Project Implementation Plan.

- **Background and Purpose**

The County Council adopted Ordinance 2023-039 to, in part, adopt the Justice Project Implementation Plan. Both the Ordinance and the Implementation Plan task the Incarceration Prevention and Reduction Task Force/Law and Justice Council with assisting the County Executive in planning and overseeing the development and implementation of the Justice Project Implementation Plan projects.

Project 1 in the Implementation Plan includes creating a Justice Project Oversight and Planning (JPOP) Committee of the Task Force/Law and Justice Council, including funding for a facilitator.

This contract is for professional facilitation services to the IPRTF and JPOP Committee as they carry out their work. Under the guidance of the JPOP Committee, the facilitator will also help the Executive's Office develop project metrics and tracking. The facilitator will also draft JPOP Committee and IPRTF reports as required by the ordinance and Implementation Plan.

- **Funding Amount and Source**

The contract in the amount of \$169,650.00, beginning on contract approval (July 23, 2024) and ending December 31, 2025. The funding source is a combination of jail fund (345) and Washington State Department of Commerce Justice Assistance Grant (JAG) #F22-34440-627 (general fund).

- On April 9, 2024 ([AB2024-221](#)), the County Council authorized the County Executive to enter into the JAG grant via County contract 202404007.
- On April 23, 2024 ([AB2024-235](#)), the County Council approved a supplemental budget request of \$100,000 for 2024 expenses of this contract via Ordinance 2024-027, the project budget for the new Public Health, Safety, and Justice Facility.

If you have any questions or concerns regarding the terms of this agreement, please contact:

- Jill Nixon, Legislative Coordinator II, County Council office, extension 5032, or
- Barry Buchanan, Councilmember, at 360-224-4330

Encl. Contract Information Sheet
Proposed contract